



**CITY OF GRAPEVINE, TEXAS**  
**ANNUAL OPERATING BUDGET**  
**FY 2015-2016**



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*City of Grapevine, Texas*

# **ANNUAL OPERATING BUDGET**

*October 1, 2015 to September 30, 2016*

**AS ADOPTED BY THE CITY COUNCIL**



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# **CITY OF GRAPEVINE, TEXAS**

## **ELECTED OFFICIALS**



**William D. Tate**  
**Mayor**



**C. Shane Wilbanks**  
**Mayor Pro Tem / Place 1**



**Sharron Spencer**  
**Place 2**



**Mike Lease**  
**Place 3**



**Darlene Freed**  
**Place 4**



**Chris Coy**  
**Place 5**



**Duff O'Dell**  
**Place 6**

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# **CITY OF GRAPEVINE, TEXAS**

## **ADMINISTRATIVE OFFICIALS**

**Bruno Rumbelow**  
*City Manager*

**Jennifer Hibbs**  
*Assistant City Manager*

**John F. Boyle, Jr.**  
*City Attorney*

**Tara Brooks**  
*City Secretary*

**Gregory S. Jordan**  
*Chief Financial Officer*

**Alan Wayland**  
*Municipal Court Judge*

**Scott Williams**  
*Director of Development Services*

**John S. Laster**  
*Director of Public Works*

**Eddie Salame**  
*Chief of Police*

**Darrell Brown**  
*Fire Chief*

**Kevin Mitchell**  
*Director of Parks and Recreation*

**Janis Roberson**  
*Library Director*

**P. W. McCallum**  
*Executive Director, Convention & Visitors Bureau*

**Russell Pulley**  
*Director of Golf*

**Karen Walker**  
*Managing Director of  
Financial Services*

**Carolyn Van Duzee**  
*Director of  
Human Resources*

**Robert Farley**  
*Director of Economic Development*

**Gary W. Livingston**  
*Management Services  
Director*

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## 2015-2016 BOARD AND COMMISSION APPOINTMENTS

### **Animal Shelter Advisory Board:**

Debra Brantner, Jason Steinle, Kristina Valentine, Joy Mayo, Nancy Snyder, and Ronald Hudson

### **Board of Zoning Adjustments**

Deborah Holt, George Dalton, Sal DeAngelo, Robert Rainwater, Ken White, Michael Morris, and Jason Bentley

### **Building Board of Appeals**

Joe Lipscomb, Russell Kidd, Jerrold Sklar, Howard Hallman, Hal Hardister, Rex Young and Paul Biesiadny

### **Convention & Visitors Bureau Advisory Board**

Paul Slechta, Lance Marrin, Daniel Weinberger, Joe Szymaszek, Cynthia L. Blankenship, Debi Meek, Mark Terpening and Thomas Cherry

### **Golf Course Advisory Board**

Louis Capone, Gary Davis, Tom Kormondy, Danny Langley, Shelly Ruddick, John Springer and Jonathan Wall

### **Grapevine Heritage Foundation**

Curtis Ratliff, Ross Bannister, Sue Franks, Ron Hewlett, Frances Jensen, Janet Perkins, Melva Stanfield, Patricia Stinson, Don Vaughn, Balla Wright

### **Historic Preservation Commission**

Burl Gilliam, R. Lee Derr, Sean Shope, Margaret Telford, Ashley Anderson, Ted Ware, Chuck Voelker and Vick Cox

### **Housing Authority Board of Commissioners**

Karen Rice, Randy Bacon, Joetta King, and Jane Everett

### **Library Board**

Janice Cook, Bruce Rider, Susan Peabody, Janee Transler, Debbie Venable, Fred Sheffler and Lynda Brown

### **Parks & Recreation Board**

John Dalri, Dave Buhr, Larry Francis, Ray Harris, Gary Humble, Elizabeth Kaufman, Terry Musar, Debra Tridico, and Becky St. John

### **Planning & Zoning Commission**

Larry Oliver, Herbert Fry, Jim Fechter, Monica Hotelling, Gary Martin, Beth Tiggelaar, Betty Wilson, Dennis Luers, and Theresa Mason

### **Senior Citizens Advisory Board**

Dick Guckel, Francia Arrigan, Kay Blanding, Charles Burns, Tena Burrell, Paul Ernst, Alexander Graham, Joetta King, Carey Miller, and Pam Price.

### **Grapevine 4B Economic Development Board**

William D. Tate, C. Shane Wilbanks, Sharron Spencer, Darlene Freed, Martin Honeycutt, Dave Simon and Cory Halliburton

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October 1, 2015

Honorable Mayor and Members of the City Council:

On behalf of the entire City organization, I am pleased to present the City's FY 2016 program of services for the City of Grapevine. While this year unforeseen natural weather events posed unique challenges, the City completed milestone projects and opened the door to several new exciting projects. The adopted budget responds to the Council's priorities and represents our continued commitment to meeting the objectives necessary to achieve the City's goals.

The City has overcome several challenges during the past several fiscal years, as the national economy continues a slow recovery. Grapevine unemployment rate dipped under 3% in FY 2015 and remains at 3.1%. As residents go back to work and continue to see lower gas prices at the pump we believe this will translate in higher consumer confidence in the upcoming fiscal year. The City continued to experience economic growth with advantages that include superior access to major highways, proximity to DFW International Airport, large existing tourist industry and a stable political climate.

Spring brought many flash flood showers to the DFW area and a flood incident at Grapevine Lake. The 2015 flood incident was unexpected, and it presented some unique challenges. Departments responded rapidly to address public safety issues, some streets were closed due to rising waters, and the Golf and Lake Parks funds' operations were disrupted. Fortunately, Tarrant County was given a presidential disaster declaration that entitles the City to receive FEMA assistance. The City contracted a disaster claims recovery services contractor, Tidal Basin Government Consulting, to ensure optimal recovery from FEMA. While there may be some financial exposure to the City, the impact of the flooding was not as substantial as expected. It is important to note that this budget has considered all factors, and contingency plans have been established to minimize any financial impact, with, insurance coverage and possible FEMA reimbursements, the General Fund will remain isolated from material effects.

Spurred in part by the completion of the DFW Connector project, Grapevine Mill's \$42 million renovation, and securing Kubota's national headquarters as part of our 185 acre development and new improvements and expansion projects currently underway, we are projecting sales tax collections to increase by 5% in FY16 over FY 15 projections. Our net sales tax receipts for the General, 4B and Crime Control & Prevention funds in FY15 are forecasted to post an increase of \$2 million (4%) over FY 14's actuals.

Hotel occupancy tax receipts are expected increased \$4 million in FY15, which was just shy of a 30% gain, after increasing 10% the previous year. The increase is largely due to the additional 1% increase in the hotel occupancy tax that took effect October 1, 2014. Revenue in this



category brought in approximately \$2 million in additional revenue. These additional funds have been segregated in a new fund titled CVB Incentives and utilized to help the CVB compete in the marketplace for major conventions and events. These results indicate that we continue to steadily build on the recovery that began after the recession of 2008-09. We continue to monitor sales tax and hotel occupancy tax collections closely, and will make monthly reports to Council to ensure that we remain on track.

## **Major Economic Initiatives and Community Development**

The City has overcome road construction and transportation challenges during the past several fiscal years. With the completion of the DFW Connector Project, SH 121/360 Entrance Ramps, and near completion of FM 2499 our community has become more accessible and transportation plans continue to be formulated. Most notably, in partnership with Fort Worth Transportation Authority, the City has initiated the beginning stages to the TexRail commuter project that would bring light rail to Grapevine. The train station coupled with mixed used development is projected to bring in many new visitors to Grapevine. The project is expected to be completed by the fourth quarter of FY 2018.

In 2014, the City purchased approximately 185 acres of prime development land in northeast Grapevine and established an Economic Development department to help head the expansion. Initial funding was provided by operating transfers totaling \$4 million from the 4B, General and Tax Increment Financing District funds. Future funding will be provided by the 1/8 cent tax collected by the 4B fund for capital improvements. The City hired HR&A Advisors, a Los Angeles planning firm to complete a market feasibility study/master plan as the next step in getting land ready for development. After several workshops that focused on visioning and market conditions the planning process wrapped up in spring 2015 with an approved go to market strategy for the property. The study found that the site could support a wide variety of development projects in areas of hospitality, entertainment, destination restaurants, and some corporate investment. The City will officially secure Headquarters to Kubota Tractor Corporation as the first anchor development and is scheduled to open in early 2017. The three-story office building of approximately 125,000 square feet, plus a 68,000 square foot research and development facility, will place Kubota's leadership. The new headquarters facility will be worth more than \$50 million and will be large enough to initially accommodate 300+ employees with room to expand. It will also mean the creation of 400 new high paying jobs in the City. Since the announcement of Kubota's move, there has been significant interest in development opportunities, and additional announcements are expected in 2016. These activities are representative of the attractiveness that Grapevine represents to businesses, which in turn helps to expand the City's economic footprint.

In FY 2015, Grapevine continued to experience strong construction growth. Twenty-two new commercial permits were issued with the construction value of \$62,197,175 and construction values exceeded \$175 million, compared to \$154 million in FY 2014 and significantly above the previous 5 year average of \$117 million. The largest category in this fiscal year was new commercial construction, which accounted for approximately 35% of the construction value followed by single family residence. The high performance of commercial construction values is credited to the addition of Kubota Tractor Corporation Headquarters. New Residential permits

continued to perform well with 106 new permits issued in FY 15 with a construction value of \$36,180,709 while single family residences continue to reinvest in their homes.

There were several completed multi-family residential properties that include The Enclave Apartments, which is a 243 unit complex located just west of Grapevine Mills Mall and the Grapevine Station Lofts, a 274 unit complex located on Texan Trail. Another construction project set to open soon is the Gatehouse Shelter, a 28 building residential project located at Stone Myers and Westport Parkway. In addition, the City continues to discuss the possibility of new high-end multi-family residential properties for the near future.

Commercial community projects completed in FY 2015 included The Gallery on Main, Cotton Patch restaurant along with additional retail and office uses for the second floor. Wineries continue to be attracted to Grapevine. Grapevine Mills welcomed Round 1, in the former Polar Ice space, an oriented entertainment venue. Messina Hoff moved into the Historic Wallace Hotel while Sloan and Williams Winery, Umbra, and Birmingham Family Cellars commenced business in early this year adding to downtown Main Street. The Grapevine Craft Brewery opened a 10,000 s/f craft brewery located at the corner of Jean Street and Dallas Road. Brick House Tavern previously Romano's Macaroni Grill and Wise Guys Pizzeria opened in FY 15 and have made great additions to our area along HWY 114 corridor. Roscoe's New York Diner opened in May and is owned by a former partner of the Roscoe's NY Diner in upstate New York. These establishments have been successful as our daytime population and residents continue to fill their tables.

Staff continues to work on the two new General Obligation (GO) bond projects that were approved by citizens in November 2012. The first project to be completed is The REC, formerly known as Community Activities Center (CAC), facility expansion that adds an additional 16,000 s/f to the existing building. The new facility brings an indoor family aquatic center with slides, lazy river, lap lanes and play structures along and over 7,000 s/f of fitness room space and exercise stations. The highly anticipated multigenerational facility opened its doors in April 2015. Rec/Admin Fees brought \$862,410 in additional revenues within its first seven months of operation in FY 15 which translated to 17,052 memberships.

Land for the Public Safety Building was acquired on Dallas Road and staff continues to work on the design phase of the new facility that will house Police, Court, IT and Fire Administration and will replace their existing facility. The facility planning continues and construction started late spring of FY 2015. The building is scheduled to open in May 2017.

In January of FY 15 \$10 million certificate of obligations were sold for utility projects. Staff has been working diligently on launching projects. Plans for Water and Sewer Sanitary Improvement Project and Mustang Elevated Storage Tank Renovations and Repainting have begun. Additional projects will be forthcoming in FY 16.

### **Major Infrastructure Improvements**

While surrounding cities have raised their rates frequently, the City has only raised rates once since FY 2002. In FY 15 the budget included a pass-through Trinity River Authority (TRA)

increase of 3% for water and wastewater services. The City continues to make major investments in the maintenance and upgrade of its water and wastewater utilities system. Major projects in FY 15 included \$1.37 million for the Dove Lift Station #2 Reconstruction & Force Main Replacement project which covers the existing lift station from a wet well/ dry well configuration with submersible pumps configuration; \$1.25 million for Bass Pro Drive Water and Force Main Relocations; \$568,150 for Ozone Injection at Minters Chapel and Hilton Lift Stations; and \$675,000 for rehabilitation and repair work on the City's four elevated water storage tanks.

Many Street, Traffic, and Drainage capital projects took place in FY 15. Widening of Bass Pro Drive West included the addition of a lane in each direction between State Highway 26 and State Highway 121 to address heavy traffic load experienced in the morning and afternoon peaks. The Nolen Drive Connection with Southlake; Hudgins /Vine CAC Entrance, and widening and reconstruction of Euless Grapevine Road were other major street projects that were addressed in FY 15. In addition, the reconstruction of the Jenkins Road parking lot was successfully completed in FY 15 with proceeds coming from a Certificate of Obligation issuance.

## **FINANCIAL OVERVIEW**

The FY 16 budget sets forth the City's financial plan for the upcoming fiscal year, and has allocated resources accordingly. The total citywide budget, which encompasses both operating and capital improvement funds is \$179,863,819 and represents a decrease of \$36.5 million which is primarily due to a decrease in budgeted capital projects from the previous year's budget. Total authorized position citywide for FY 16 equal 684.43 full-time equivalents (FTE) and represents an increase of 2 FTE from the previous budget.

The goals for the upcoming year remain focused on the Council's vision of maintaining Grapevine as a safe, livable, vibrant community and a world-class tourist destination. The goals as established in January 2007, are as follows:

- Maintain financial stability and strong fiscal management
- Sustain exiting programs at high service levels
- Provide a safe, secure community
- Address future transportation needs
- Continue to enhance tourism development
- Invest in "Quality of Life" capital projects

The City has developed strategic objectives in relation to each of the goals listed above. A review of FY 2015 accomplishments and FY 2016 program highlights for each goal is outlined below.

### **FY 2015 ACCOMPLISHMENTS:**

#### **Goal: Maintain financial stability and string fiscal management**

- Sales tax collections increased by \$2 million (4%)
- Mixed beverage tax collections increased by \$81,112 (5.2%)
- Fines and forfeitures revenue decreased by (\$302,627) (-14%)
- Hotel occupancy tax collections increased by \$4 million (29%)
- Percent of net debt service to General fund expenditures increased from 19% in FY 14 to 20% in FY 16.
- The City began collecting an additional 1% of Hotel Occupancy Tax in FY 15 which has been segregated into CVB Incentives Fund to entice hotels capacity.
- The General, Debt Service, Utility Enterprise, Convention & Visitors and Stormwater Drainage funds ended FY 15 with healthy fund balances that meet or exceed their requirement.

Goal: Sustain exiting programs at high service levels

- There were no marked impact on service delivery and no reductions in force.
- Utilization of Citywide Internship Program to supplement staffing in divisions with vacancies
- Cash financing of capital facilities and street maintenance programs were unaffected; cash purchase of vehicles and equipment critical to maintain existing service levels were approved.

Goal: Provide a safe, secure community

- The Fire Prevention division conducted 4,889 fire inspections, held 47 fire prevention programs and installed 91 smoke detectors.
- The Police department conducted 200 crime prevention seminars and saw a reduction in the City's crime rate.
- Completed 82,202 square yards of street pavement overlay repairs.
- Completed 6,937 major work orders for repairs and maintenance of public buildings and facilities.

Goal: Address future transportation needs

- During the flood many roadways were underwater for extended periods such as Dove Road and Fairway Drive. Mitigation of damage began soon after water ceased and staff

responded quickly to street repairs such as repairs of Fairway spillway area and created a temporary emergency entrance for the residents of Camden Riverwalk Apartments once the two entrances were closed due to flooding.

- DFW Connector project SH 121/SH 360 entrance ramps will open in early FY 16 and will connect southbound William D. Tate Avenue to southbound SH 121 and southbound SH 360 in Grapevine. Construction on the \$17 million project began in February 2015 and is scheduled to open more than one year ahead of schedule. Reconstruction of the SH 121/360 interchange was included in the ultimate scope of the DFW Connector project, but initially only \$1 billion in funds were available. These new ramps will provide better access to SH 121/360 and allow drivers to bypass the Stone Myers Parkway intersection. Residents in Grapevine will also experience reduced congestion and improved safety in this area.
- Due to popularity of the initial back lit street name signs installation continues at major signalized intersections which will extend over a five year period from initial year of 2013-2014. Signs will continue to be installed at Pool Road upon completion of TxDOT construction.
- Construction of Vine Street Drive Extension was completed and provides a new entrance into the Library and Convention Center Complex as an extension of Vine Street east of Municipal Way. This entrance replaces an existing access route that is being removed as part of the CAC expansion.

Goal: Continue to enhance tourism development

- Recorded 64,095 Visitor Shuttle Service ridership in FY 15 with an estimated economic impact of \$3.9 million.
- Recorded 52 leisure sales booking in FY 15 with an estimated economic impact of \$1.02 million.
- Distributed nearly 1.06 million information packets and generated website traffic of 1.9 million unique visitors in FY 15.
- Grapevine Convention Center/Palace Arts Center/Grapevine Concourse held 802 events in FY15 with estimated economic impact of \$5.9 million.
- Main Street Fest and GrapeFest combined attendance of 417,864 and estimated impact of \$1.73 million.

Goal: Invest in “Quality of Life” capital projects

- A sport court for the Community Outreach Center was completed in FY 15. The multiuse sport court would bring additional recreational opportunities such as basketball, soccer, tennis, and volleyball. Adding the court near the outreach center would likely attract

youth and young adults which are underserved by COC programs.

- The REC Multipurpose Field Improvements project Phase I of II was completed. In Phase I the project added synthetic turf grass and in Phase II a small restroom and lights to the field will be added. The addition of the synthetic grass would reduce weather related field closures and would open up the possibility for more sports programming.
- Bear Creek Sports Lights and Scoreboard projects was completed in January of FY 15 and added lighting at Bear Creek Park Baseball/Softball Fields 1&2 and batting cages. The need was originally identified in the Parks and Recreation Master Plan approved by the City Council in May 2011.
- In light of the flood, funding was appropriated to from Quality of Life to restore Bear Creek Sports Scoreboards as well as sports lighting and a precast restroom at The REC of Grapevine multi-purpose field. These projects were planned for the future; however, due to the flood most Lake Park area fields in the City will be unplayable this fall and possibly in the spring. Therefore, these projects have been accelerated to facilitate practices and games for youth sports in Grapevine
- A culmination of partners such as Texas Park and Wildlife Department have selected Grapevine for a unique outdoor park at our current Rockledge Park. The park would include hunter education, archery, fishing and other ranger based programming. Rockledge Master Plan was completed in 2015 and was an essential to keep the project moving forward.

#### FY 2016 HIGHLIGHTS:

##### Goal: Maintain financial stability and strong fiscal management

- Lowered the Ad Valorem property tax rate from \$0.332439 to \$0.328437.
- The FY 16 ending fund balance in the General Fund is projected to equal 25.32% of expenditures, and exceeds the 20% policy requirement by \$3 million.
- The FY 16 ending fund balance in the Convention and Visitors Bureau Fund is projected to equal 42.83% of expenditures, and exceeds the 60 day requirement by \$4.3 million. CVB defeased CO Debt Series 2005 allowing for a decrease of debt service transfer of \$854,306.
- The FY 16 ending fund balance on the Debt Service, Stormwater Drainage and Utility Enterprise funds exceed the balance requirement.
- Projected revenues meet or exceed expenditures in Crime Control & Prevention and 4B continue to provide healthy reserves for Economic and Train Station improvements and projects.

- Due to the recent flood Lake Parks and Lake (Golf) Enterprise fund's performance and sustainability were obstructed during the year. A multi-part strategy is proposed to increase the fund's health. The adopted budget eliminates the annual debt transfer. By eliminating the transfer, the Golf Fund and Lake Parks will be able to reprogram funds to capital financing plan without relying on debt issuances. This strategy is possible due to excess funds in the Interest and Sinking reserves that are restricted by law to repay only debt obligations.
- The budget approved a golf rate increase that will generate over \$300,000 in additional revenue. The proposed rates will strengthen the fund and will not hinder Grapevine's market competitiveness with other local courses.
- The proposed budget restores a revenue source collected by the Municipal Court. Under state law, the court may assess a fee for building security. This \$3.00 fee per citation will generate approximately \$45,000 annually, which will pay for one Court Bailiff that is currently on staff. The Bailiff is currently paid from residual fund balance from prior Security Fee collections. This fee will help sustain the reserve.

Goal: Sustain exiting programs at high service levels

- Funding is provided for the third year of 'Grapevine University', a program which will provide customer service and leadership development training to employees throughout the organization. All employees are required to attend a Business Culture Guiding Values training session in which participants are introduced to Grapevine method of (1) How We Treat People; (2) How We Lead Our Employees; (3) How We Managed Our Resources; (4) How We Make Decisions; and (5) How We Confront Challenges.
- Funding is provided for the continuation of capstone projects initiated by the Next Generation Leadership (NGL) class. Funding of \$100,000 is included for the third year of citywide internship program.
- In FY 15 staff presented a plan for a joint fiber connectivity project between the City and GCISD that would solve several current and future problems for both entities. The plan was received favorably by the City Council and School Board. This budget established \$1.6 million dollars to continue the City's portion of the project.
- Compensation increases are included that will keep Grapevine salaries competitive with its comparison cities, and the recommendations are consistent with the findings of the City's annual compensation review. This budget provides a pay plan 2% market adjustment of for all sworn and merit employees. General employees are also eligible for a 3% merit and a onetime lump sum salary adjustment equal to 1% of annual salary. Police and Fire will receive a 5% step increase. Additionally, the step plan will be extended with two additional 3% step levels to provide future growth opportunities for the employees at the top of the range.
- Cash funding of Permanent Capital and Street Maintenance programs are maintained at



their existing service levels as in FY 15.

- Funding of vehicle and equipment replacements are maintained to ensure the high reliability rate of the City's rolling stock and major equipment.

Goal: Provide a safe, secure community

- The FY 16 budget includes funding for a replacement Fire Truck and over \$200,000 in fire capital equipment such as Pulse Point Application and CPR Lucas Device which allows proper CPR to be performed during transport that can improve circulation rate by 60% over manual CPR methods.
- This budget provides funding that bring permanently onboard a Community Outreach Center Coordinator. There is a vision to reach deeper into this area of Grapevine and provide recreational, educational, social and cultural enrichment programs to residents. The addition of this position will help meet this vision.
- This budget provides funding for body worn cameras for our police officers and video storage.
- The FY 16 budget continues funding for vector control spraying areas within the city that tests for positive West Nile Virus.

Goal: Address future transportation needs

- The FY 16 budget includes a \$7 million appropriation for the development of a Master plan and design services for the re-development of the Cotton Belt RR Corridor on the northeast corner of E. Dallas Road and S. Main Street driven by the TEXRail Commuter Rail Operation. TexRail is set to begin service between Fort Worth and Grapevine in 2017. A parking facility will also be developed on the property that would provide 450-500 parking spaces.
- Capital overlay of streets continued to be an emphasis in the City. This budget allocated \$1.2 million in the Permanent Street Maintenance Fund for the overlay of streets for maintenance such as rehab to damaged concrete, potholes repair, sidewalks, gutter and other maintenance programs alike.
- FM 2499 Lane reconstruction continues to progress with expected completion in 2017. The project consist of adding two new lanes that are depressed at intersections of Stars and Stripes Way and Grapevine Mills Boulevard to maintain free flow of traffic past the congestion in the area of the Grapevine Mills Mall.

Goal: Continue to enhance tourism development

- In FY 15 the CVB Incentives Fund was established to account for the additional 1% hotel occupancy tax that went into effect October 1, 2014. The FY 16 budget allocates \$4.7

million in Incentive Packages for future arrangements to enhance tourism development.

- The FY 16 includes \$1.3 million in funding that will help support Economic Development projects and Train Station Improvements.
- The FY 16 budget includes money allocated for the Vineyard and Winery Museum capital project that will continue to provide enrichment activities in Grapevine.

Goal: Invest in “Quality of Life” capital projects

- In FY 15 a Quality of Life Survey was made available to citizens for six weeks. The survey was an attempt by City Council to steer policy on the use of Quality of Life funds for projects. The City received over 1,790 completed surveys. The survey found that citizens were most interested in park amenities, police and fire, street improvements, technology, and arts and culture. Staff and council are working toward restacking these priorities in accord to citizen feedback.
- This budget prioritizes Quality of Life Projects in concurrence to citizen survey feedback. The FY 16 budget provide funding for trails, a Dog Park and Wi-Fi in public spaces as supported by Citizens.
- This budget continues funding for ongoing Quality of Life projects such as: Backlit Street Name Signs, Christmas Decoration, DFW Connector Landscaping, and Rockledge Park Grant Match.

**SUMMARY:**

I am confident that this budget proposal continues to lay a firm foundation for a sound financial future. In the last ten years, the City’s tax base (net taxable value) has increased by \$1.4 billion, and annual growth rate of 2.4%. During the same time period we have continued to lower the property tax rate from 36.6 cents to 3.8437 cents.

Throughout the upcoming year, we will continue to monitor and evaluate the City’s priorities and allocate resources appropriately so that we continue to deliver a positive program of operations for the city. Our Budget and Finance staff will continue to analyze and evaluate financial data and submit monthly financial reports to Council. If there are significant changes in the City’s financial condition, we will prepare and submit a mid-year budget report with proposed alternative strategies.

Sincerely,

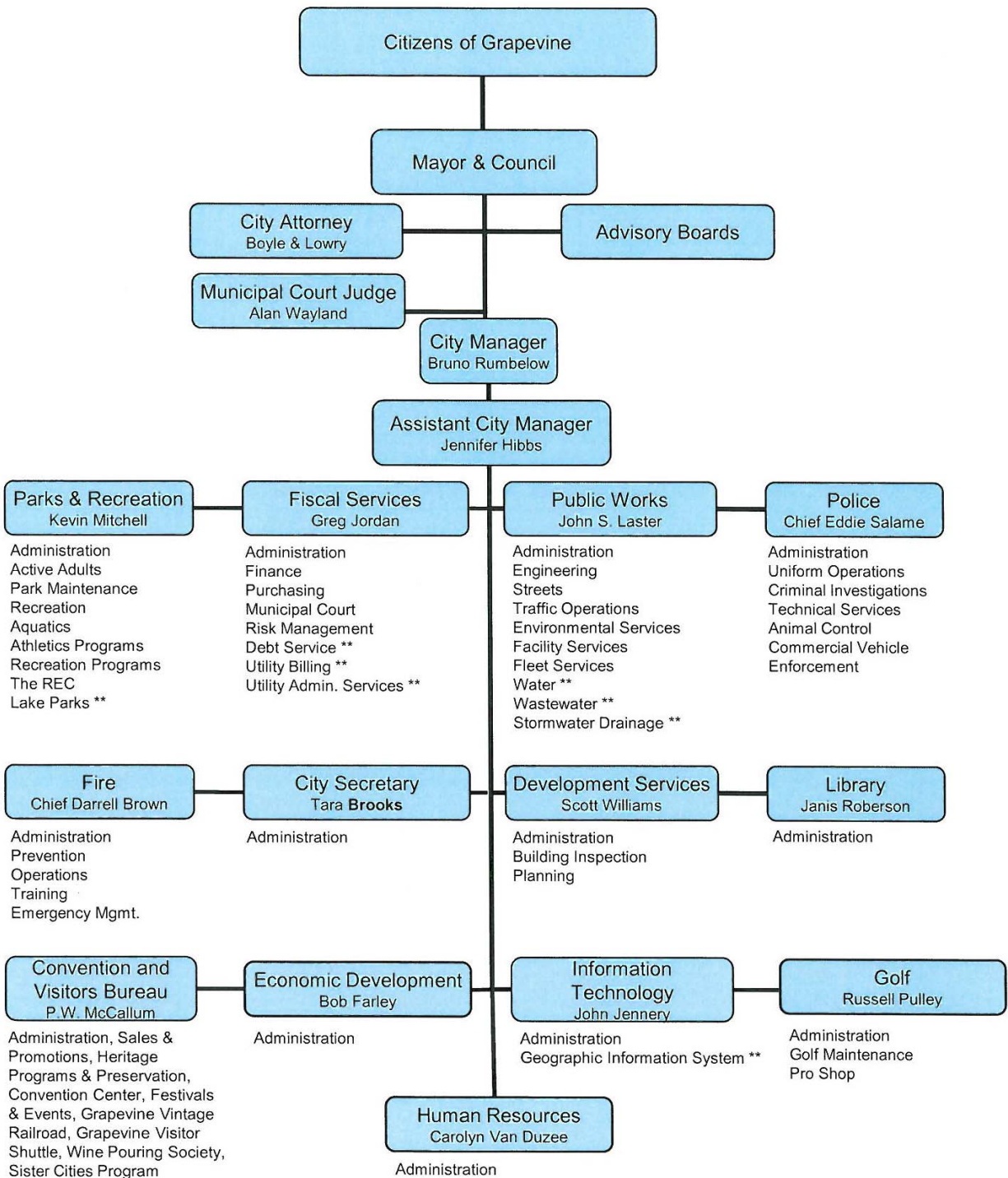


Bruno Rumbelow  
City Manager



Gregory S. Jordan  
Chief Financial Officer

# City of Grapevine Organization Chart



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## Introduction

The City of Grapevine is a municipal corporation incorporated under Article XI of the Texas Constitution (Home Rule Amendment). The City operates under a Council-Manager form of government and provides such services as are authorized by its charter to advance the health, welfare, safety and convenience of its citizens.

The City of Grapevine's FY 2016 annual operating budget is the result of many hours of deliberation as well as a response to both internal and external forces that impose fiscal constraints. The mission of the budget office is to produce an accurate and user-friendly document that can be utilized as a resource tool by City staff, citizens of Grapevine, and the community at large.

To accomplish its mission, the budget office has established a set of budget preparation guidelines, which represent generally accepted good budgeting practices:

1. The annual operating budget presents expenditures requests and estimates of revenues for all local government funds, including general tax revenues, fees, licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues.
2. The annual operating budget balances approved expenditures with anticipated revenue and estimated surplus.
3. Budget for each department/division are broken down into specific cost components, such as personnel costs, supplies, operating expenditures, equipment, etc.
4. Revenue projections are prepared for each revenue source based on an analysis of past revenue trends and current fiscal conditions.
5. The budget process includes a multiyear projection of capital improvement requirements.
6. Performance measures have been developed and performance standards based on those measures are established for each local service or function.
7. Service objectives related to workload and performance measures are established to guide the budgeting process.
8. A budget message, which summarizes local financial conditions and the principal budget issues the locality must face, is presented to the City Council along with the annual budget.

The budget also contains sections outlining the program of services for the Capital / Street Maintenance program, and Capital Improvement Plan (CIP) program. The Capital / Street Maintenance program oversees the maintenance and scheduled repair of the City's permanent infrastructure, which includes buildings, parks, roadways, rights-of-way and traffic signals. Funding is provided by a direct transfer from the general fund. The CIP program oversees the acquisition or construction of major capital facilities. CIP projects are primarily funded by the issuance of long-term debt instruments.

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The following funds are appropriated and included within this document:

<b><u>Fund No.</u></b>	<b><u>Fund Title</u></b>
100	General
115/216	Convention and Visitors Bureau / Grapevine Visitor Shuttle
215	Convention and Visitors Bureau Incentives
116	Stormwater Drainage
117/217	Crime Control and Prevention / Commercial Vehicle Enforcement
119	Lake Parks
120/122	4B Transit / Capital Improvement
124	Economic Development
130	Debt Service
174	Capital / Street Maintenance
200	Utility Enterprise (Water/Sewer)
210	Lake Enterprise (Golf)
121	Quality of Life Capital Improvements
176/177/179	Buildings & Facilities Capital Improvements
178	Streets, Drainage & Traffic Capital Improvements
201	Water & Wastewater Capital Improvements
325	Capital Equipment Acquisition & Replacement

The final components of the budget are the Community Profile and Appendices sections, which contain historical and statistical information, supplemental information and financial disclosures, and City ordinances and resolutions related to the adoption of the budget and tax rate.

The data for each department is organized similarly:

- ◆ Budget-At-A-Glance (includes Personnel Summary by division)
- ◆ Four-Year Expenditure Summary
- ◆ Organization Chart
- ◆ Expenditure Summary by Division
- ◆ Objectives (by division)
- ◆ Performance Indicators (by division)

Each division section contains statistical and financial data for four fiscal years: the current budget year, the fiscal year recently completed as of September 30, 2015 (both original budget and amended estimate), and actual totals for the fiscal years ended September 30, 2014 and September 30, 2013.

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## **BASIS OF ACCOUNTING / BUDGETING**

The accounts of the City are organized on the basis of funds or account groups, each of which is considered to be a separate accounting entity. The accounting policies of the City conform to generally accepted accounting principles for governmental entities as promulgated by the Governmental Accounting Standards Board. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the combined balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used by all Governmental Fund types. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recorded when the related fund liability is incurred. However, principal of and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year. Major revenue sources which have been treated as susceptible to accrual under the modified accrual basis of accounting include property taxes, charges for services, intergovernmental revenues, and investment of idle funds.

The accrual basis of accounting is used by all Proprietary Fund types. Under the accrual basis of accounting, revenues are accounted for on a flow of economic resources measurement focus. With this measurement focus, revenue is recorded when earned and expenses are recorded at the time liabilities are incurred. All assets and all liabilities associated with the operation of these funds are included on the combined statement of net assets. Net assets is segregated into net assets invested in capital assets, net of related debt, restricted net assets and uninvested net assets. Proprietary fund-type operating statements present increases (revenues) and decreases (expenses) in total net assets. For purposes of this budget presentation, depreciation is not displayed and capital expenditures and bond principal payments are shown as uses of funds.

### **Governmental Fund Types**

Governmental fund types are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City’s expendable financial resources and the related liabilities (except those accounted for in the Proprietary and Fiduciary fund types) are accounted for through Governmental Fund types. The following are the City’s governmental fund types.

- 
1. General Government Funds - Includes the General, Debt Service, and Capital / Street Maintenance funds. The General fund is the general operating fund of the City. It is used to account for all revenues and expenditures except those required to be accounted for in other funds. Major functions financed by the general fund include Administration, Public Safety and Public Health, Library, Public Facilities, Parks and Recreation, and Planning and Development. The Debt Service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.
  2. Special Revenue Funds - Special Revenue funds are used to account for the proceeds of specific revenue sources, other than expendable trusts or major capital projects. The Convention and Visitors Bureau Fund, CVB Incentives Fund, Stormwater Drainage Utility Fund, Crime Control and Prevention Fund, Lake Parks Fund and 4B Transit & Capital Fund , and the Economic Development Fund, which account for all revenues and expenditures relating to hotel/motel occupancy taxes, stormwater drainage utility fees, crime half-cent sales tax for crime control, campgrounds and boat ramps, and half-cent sales tax for commuter rail, respectively, are classified as Special Revenue funds.
  3. Capital Projects Funds - The Capital Projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary fund types) and have been divided into five categories:
    - Streets, Drainage and Traffic
    - Buildings and Facilities
    - Parks and Beautification
    - Water & Wastewater System Improvements
    - Capital Equipment and Vehicle Replacement

### **Proprietary Fund Types**

Proprietary fund types operate in a manner similar to private business. Beginning this fiscal year, the City will utilize only the enterprise fund type.

Enterprise Funds - Enterprise funds are used to account for operations that are either financed and operated in a manner similar to private business enterprises, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The City has established two enterprise funds:

- The Utility Enterprise Fund accounts for water, wastewater and solid waste collection services for residents of the City. All activities necessary to provide such services are accounted for within the fund, including administration, operations, maintenance, financing and related debt service, and billing and collection.
- The Lake Enterprise Fund accounts for all activities necessary to operate and maintain the City-owned golf course.



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## THE BUDGET PROCESS

The City of Grapevine's Home Rule Charter provides for the submission of the budget to the City Council by the City Manager. The City's fiscal year runs from October 1 through September 30.

At least sixty days and no more than ninety days before the beginning of the fiscal year, the City Manager must submit a proposed budget that includes:

- ◆ A budget message
- ◆ A consolidated statement of anticipated receipts and proposed expenditures for all funds
- ◆ An analysis of the tax rate
- ◆ Indicators showing the tax levies and tax collections by year for at least five years
- ◆ General fund resources in detail
- ◆ Special revenue fund resources in detail
- ◆ A summary of proposed expenditures by function, department, and activity
- ◆ Detailed estimates of expenditures shown separately for each activity to support the proposed expenditure
- ◆ A revenue and expense statement for all bonds
- ◆ A description of all bond issues outstanding
- ◆ A schedule of the principal and interest payments of each bond issue
- ◆ The appropriation ordinance and the tax levying ordinance

The proposed revenues and expenditures must be compared to prior year revenues and expenditures.

The budget preparation process begins early in the calendar year with the establishment of overall city goals and the analysis of current year operations compared to expenditures. Budget policies and procedures are reviewed at that time to reduce errors and omissions. In March, the Budget Manager prepares a comprehensive Budget Preparation Manual for use by all departments. The Budget Preparation Manual includes such items as budget forms, instructions for estimating revenues and expenditures, price planning factors, the official budget calendar, performance measure guidelines, a chart of accounts, and a comprehensive list of all object codes (budget expense categories).

The Budget Preparation Manual, along with all necessary budget materials, is distributed at a budget kickoff meeting in April. The budget kickoff meeting is the venue to announce new procedures and ensure that City staff receives the same interpretation of the instructions.

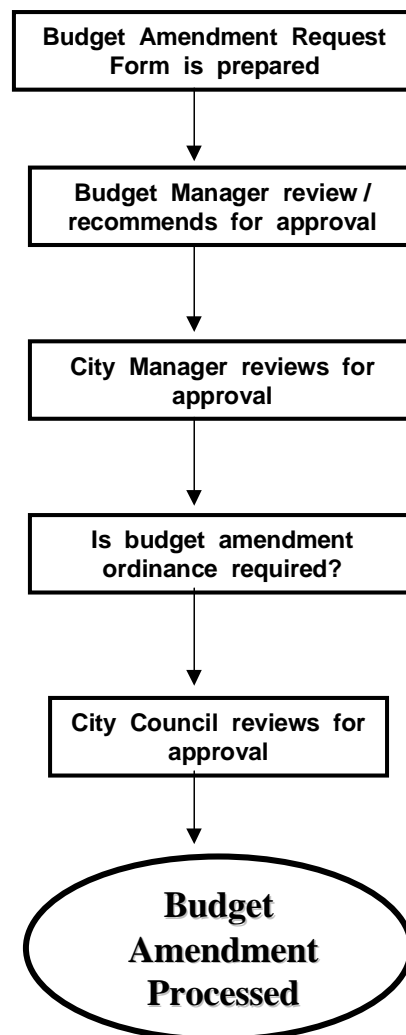
In May, departmental objectives and performance indicators are submitted to the City Manager. Following the review and approval of the objectives and indicators, department heads submit proposed baseline expenditures for current service levels. Proposals for program enhancements or Increased Service Levels are also submitted at this time. Meetings are then held with the Budget Team (City Manager, Assistant City Manager, Director of Administrative Services, and Budget Manager) and each department.

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After all funding levels are established, the proposed budget is presented by the City Manager to the City Council in a workshop session. Public notices of the effective tax rate are published in the local newspaper in accordance with state law. A public hearing is held after the City Council has reviewed the budget during the budget workshop session. In a special meeting held prior to September 15, the City Council approves the level of expenditure (“appropriation”) for each fund to become effective October 1.

## **BUDGET AMENDMENT PROCESS**

To amend the current year budget, the requesting individual/department head must first contact the Budget Manager. The Budget Manager will assist in preparing the necessary budgetary documentation. Upon the recommendation of the Budget Manager, the documentation is forwarded to the City Manager for final approval. If required, an ordinance is then prepared for City Council consideration at a regularly scheduled City Council meeting, where public discussion and debate are possible. If approved by vote of the City Council, the necessary budgetary changes are made.



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## FY 2015-2016 CITY OF GRAPEVINE BUDGET CALENDAR

April 28	Tuesday	Budget Kickoff
May 22	Friday	Submission Deadline
May 26 – June 26		Budget Office Review
July 7 – 8	Tues - Wed	Departmental Budget Hearings
July 7	Tuesday	Major Issues Report Review to City Council
July 26	Monday	Receive Certified Tax Roll from Appraisal Districts
July 31	Friday	Operating Budget Submitted to City Council
August 4	Tuesday	City Council Resolution to Accept Certified Tax Roll
August 26	Wednesday	City Council Budget Workshop
August 31	Monday	Notice to Adopt Tax Rate and Budget posted to City's Website
September 8	Tuesday	Crime Control & Prevention District Public Hearing on FY16 Budget
September 8	Tuesday	City Council Public Hearing on FY16 Operating Budget
September 15	Tuesday	4B Board FY16 Budget Adoption
September 15	Tuesday	Crime Control & Prevention District Board FY16 Budget Adoption
September 15	Tuesday	City Council Adoption of FY16 Operating Budget and Tax Rate
October 1	Thursday	Fiscal Year 2015-16 begins

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## THE BUDGET AS A POLICY DOCUMENT

The City Council has approved the adoption of financial policies that outline a budget process that encompasses the broad scope of governmental planning and decision-making with regard to the use of public resources. The Government Finance Officers Association (GFOA) and the National Advisory Council on State and Local Budgeting (NACSLB) have endorsed these policies.

### **Financial Planning Policies**

Section 9.14 of the Grapevine Code of Ordinances establishes a policy to maintain a prudent level of financial resources to protect against one-time expenditures. Provision is made for a contingent appropriation of not more than three percent of the total budget, to be used in case of unforeseen items of expenditure. Such contingent appropriation shall be under the control of the city manager, and distributed after approval of the City Council.

Section 9.15 of the Grapevine Code of Ordinances establishes a balanced budget provision for the General and Debt Service funds. Total estimated expenditures within these funds shall not exceed the total estimated resources

Section 9.16 of the Grapevine Code of Ordinances provides for disclosure when a deviation from a balanced budget is necessary. The budget may be amended and appropriations altered in cases of public necessity, upon declaration of the City Council.

Section 10.31 of the Grapevine Code of Ordinances establishes policies and guidelines governing cash management and investment of City funds. Safety of principal is the foremost objective of the City in managing its portfolio. The City will also maintain sufficient liquidity to provide adequate and timely working funds.

Section B, Number 5.0 of the Grapevine Administrative Policy Manual establishes the fund balance reserve policy to ensure fund availability for unforeseen emergencies that would severely impact the City's ability to pay for basic operations and guarantee the payment of debt obligations. Any exceptions are to be noted at the time the budget is approved. The emergency reserve is established at the following minimum levels:

- General Fund – 20% (72 days) of total current budgeted expenditures.
- Debt Service Fund – 20% (72 days) of total current budgeted net debt service expenditures.
- Convention & Visitors Fund – 16% (60 days) of total current budgeted expenditures.
- Utility Enterprise Fund – working capital reserves of 16% (60 days) of total budgeted expenses.
- Lake Enterprise Fund – working capital reserves of 25% (90 days) of total budgeted expenses.

Section B, Number 14.0 of the Grapevine Administrative Policy Manual outlines the fixed asset capitalization policy, which establishes a uniform and consistent standard for the capitalization of fixed assets owned by the City. This policy also establishes the procedure to inventory and assess the condition of all major capital assets.

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Section D, Number 3.1 of the Grapevine Administrative Policy Manual outlines the Vehicle & Equipment Replacement policy, and establishes a standard schedule of vehicle and equipment replacement intervals. Under normal budgeting constraints, it is advantageous to replace vehicles and equipment at specific intervals. Replacement in accordance with this schedule provides the users with the most efficient and reliable vehicle and/or equipment as possible. Fleet replacement procedures consider the most economic replacement point at which the vehicle has the greatest salvage value and has been depreciated to its fullest.

### **Investment Policy**

It is the policy of the City of Grapevine that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with State and Federal Regulations, applicable Bond Resolution requirements, adopted Investment Policy and adopted Investment Strategy.

Effective cash management is recognized as essential to good fiscal management. Aggressive cash management and effective investment strategy development will be pursued to take advantage of interest earnings as viable and material revenue to all City funds. The City's portfolio is designed and managed in a manner responsive to the public trust and consistent with this Policy.

Investments shall be made with the primary objectives of:

1. Preservation of capital
2. Safety of City funds
3. Maintenance of sufficient liquidity
4. Maximization of return within acceptable risk constraints
5. Diversity of investments

In accordance with the Public Funds Investment Act, the City of Grapevine's investment strategies shall address the following priorities (in order of importance):

- Understanding the suitability of the investment to the financial requirements of the City
- Preservation of safety and principal
- Liquidity
- Marketability of the investment prior to maturity
- Diversification of the investment portfolio
- Yield

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. Specific investment guidelines have been developed for the following fund-types:

- Operating Funds
- Construction and Capital Improvement Funds
- Debt Service Funds

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## BUDGET CONTINGENCY PLAN

In 2007 the city developed a Budget Contingency Plan to serve a two-fold purpose of:

- (1) Enacting structural changes that affect the short-term financial outlook;
- (2) Remain in place to monitor financial conditions and serve as an “early warning” mechanism.

The Budget Contingency Plan addresses the following operational areas:

- Service Provision / Efficiency
- Personnel
- Equipment Replacement
- Revenue Enhancement
- Administrative / Operational Policies
- Debt Management
- Fiscal Planning

BUDGET CONTINGENCY PLAN	
Operational Area	Recommended Action
Service Provision / Efficiency	Conduct departmental reviews to: (1) identify core services to focus on; (2) identify the cost drivers that inhibit the efficiency and effectiveness of service delivery; and (3) develop strategies to improve the efficiency and effectiveness
Personnel	Freeze all General Fund vacant positions, new positions and promotions; evaluate current positions for creation of attrition list; retain key employees by maintaining competitive local employment market position
Equipment Replacement	Analyze fleet, technology and capital equipment replacement schedules
Revenue Enhancement	Reevaluate all revenue programs; continue to focus on economic development
Administrative / Operational Policies	Examine policies regarding employee take-home vehicles and fund balance reserves
Debt Management	Prioritize capital projects and pay cash whenever fiscally prudent; enact cash funding for all equipment replacement
Fiscal Planning	Develop “early warning” system to monitor revenue and expenditure trends

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## EFFECT OF PLANNING PROCESSES ON THE OPERATING BUDGET

The City utilizes several planning processes that affect the development of the operating budget. Effective planning processes assist the City in assessing the financial implications of current and proposed policies, programs, and assumptions. An effective plan illustrates the likely outcomes of particular courses of actions.

<b>Name Of Plan</b>	<b>Type Of Planning Process</b>	<b>Description Of Planning Process</b>	<b>Budget Impact</b>
General Government Long-Range Financial Forecast	Five-year operating plan to facilitate financial planning	Forecast of revenues, expenditures, service levels and staffing needs	Allows for reallocation of resources
Facilities Capital Maintenance	Five-year plan by facility and maintenance activity or project	The prioritization of departmental requests for projects along with known maintenance requirements	Stability of General fund appropriations
Parks Capital Maintenance	Five-year plan by facility, maintenance activity or project	Identifies, prioritizes and schedules improvements to parks, medians and grounds	Stability of General fund appropriations
Street Maintenance	Five-year plan to maintain and improve roadways, sidewalks, curbs and gutters	Inspection, prioritization and scheduling of surface repair and preventive maintenance of streets	Stability of General fund appropriations
Vehicle / Equipment Replacement	Five-year plan of scheduled vehicle and heavy equipment replacement	Development of replacement intervals based on equipment age, usage, and lifetime repair costs	Timing and sizing of debt issues and payments
Computer Replacement	Three-year plan for the replacement of computers and other technology items	Development of replacement intervals based on equipment age, usage, and lifetime repair costs	Timing and sizing of debt issues and payments
Capital Improvements Plan	Five-year plan of major infrastructure development and improvements	City Council identification of projects; prioritizing; costing; timing; financing and project management	Predictable funding levels, debt service planning
Land Use Assumptions	Ten-year plan of land use assumptions and infrastructure needs	Identification of residential & non-residential land use development opportunities	Water & sewer capacity plans, debt issues



CITY OF GRAPEVINE, TEXAS  
FY 2015-16 APPROVED OPERATING BUDGET  
SUMMARY OF ALL FUNDS

**- Budget At-A-Glance -**

	2012-13	2013-14	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Actual	Budget	Approved
Taxes	82,674,583	87,669,219	91,879,516	95,471,228
Licenses, Fees & Permits	7,884,778	9,666,669	8,035,892	8,035,892
Fines and Forfeitures	2,257,669	2,362,433	2,314,696	2,230,696
Charges for Services	39,892,971	41,159,764	47,230,475	47,047,756
Federal /State /Local Funds & Grants	379,586	1,391,054	1,304,793	86,482
Private Participation	0	150,000	0	0
Interest Income	319,454	108,062	828,443	149,523
Transfers In	18,619,605	20,859,088	19,023,018	19,405,660
Bond proceeds / other debt issues	82,515,649	19,500,000	2,085,000	0
Miscellaneous	2,373,578	3,057,486	1,630,658	1,560,892
<b>TOTAL</b>	<b>236,917,873</b>	<b>185,923,775</b>	<b>174,332,491</b>	<b>173,988,129</b>

	2012-13	2013-14	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Actual	Budget	Approved
Personnel	44,749,768	46,733,900	51,042,333	51,488,168
Supplies	7,597,690	7,521,896	6,339,881	6,464,817
Maintenance	1,806,699	2,118,761	2,124,191	2,106,888
Services	40,466,562	43,042,560	48,904,806	60,181,238
Insurance	8,559,447	9,242,331	10,716,200	10,716,200
Debt Service	21,836,852	17,448,683	16,911,084	17,115,403
Transfers Out	18,677,645	19,232,281	19,793,706	19,638,660
Permanent Capital / Street Maint.	2,704,418	3,588,413	3,279,000	3,279,000
Capital Improvement Plan	9,209,755	11,499,479	54,958,661	6,372,697
Capital Outlay	4,979,970	30,934,630	2,377,500	2,500,748
<b>TOTAL</b>	<b>160,588,806</b>	<b>191,362,934</b>	<b>216,447,361</b>	<b>179,863,819</b>

CITY OF GRAPEVINE, TEXAS  
FY 2015-16 APPROVED OPERATING BUDGET  
SUMMARY OF ALL FUNDS

**- Budget At-A-Glance -**

EXPENDITURES BY FUND:	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Approved
General	57,592,937	58,913,295	59,983,842	62,752,711
Municipal Court Technology	23,472	31,875	55,825	0
Convention & Visitors Bureau	19,950,452	19,667,002	18,484,011	19,241,168
Convention & Visitors Bureau Incentives	0	0	1,707,600	4,409,738
Stormwater Drainage	2,552,910	2,047,548	1,839,147	1,380,233
Crime Control & Prevention	13,302,380	13,476,141	13,816,290	14,392,012
Lake Parks	1,902,732	2,489,347	2,135,051	1,862,489
4B Transit	9,294,702	41,790,000	13,296,999	20,721,398
Economic Development	0	91,820	3,063,830	3,492,872
Debt Service	18,011,596	13,690,104	16,020,932	14,750,609
Utility Enterprise	20,078,616	21,295,707	23,616,280	24,262,360
Golf Course	3,261,796	2,874,138	3,360,547	2,946,532
Community Quality of Life Capital Projects	5,591,255	2,251,461	2,083,715	685,000
Permanent Capital & Street Maintenance	2,710,767	2,744,836	3,279,000	3,279,000
General Facilities Capital Projects	360,192	4,647,135	38,888,602	1,625,000
Streets, Drainage & Traffic Capital Projects	382,238	1,958,166	4,202,843	200,000
Water & Wastewater Capital Projects	592,791	164,532	7,547,847	1,363,835
Capital Equipment Acquisition	4,979,970	3,229,827	3,065,000	2,498,862
<b>TOTAL</b>	<b>160,588,806</b>	<b>191,362,934</b>	<b>216,447,361</b>	<b>179,863,819</b>

PERSONNEL BY FUND:	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Approved <sup>(1)</sup>
General	346.21	351.25	385.01	387.01
Special Revenue	0.60	0.60	0.60	0.60 <sup>(2)</sup>
Convention & Visitors Bureau	76.86	80.36	81.87	81.87
Stormwater Drainage	8.00	8.00	8.00	8.00
Crime Control & Prevention	123.34	123.34	123.34	124.34
Lake Parks	2.69	2.69	2.69	2.69
Economic Development Fund	0.00	1.50	3.50	3.50 <sup>(3)</sup>
Utility Enterprise	50.80	51.78	51.28	51.28
Lake Enterprise (Golf)	26.14	26.14	26.14	25.14
<b>TOTAL</b>	<b>634.64</b>	<b>645.66</b>	<b>682.43</b>	<b>684.43</b>

<sup>(1)</sup> In full-time equivalents

<sup>(2)</sup> Funding for Municipal Court Bailiff (24 hours per week) is provided by Municipal Court Security Fee Revenues, which were collected prior to 2011, but are not a current revenue stream.

<sup>(3)</sup> The Economic Development Fund was established by City Council on March 18, 2014.

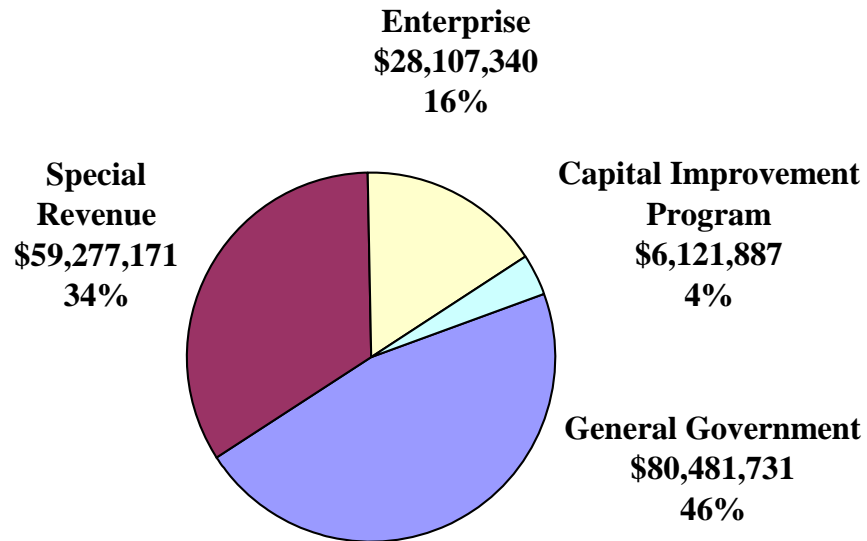
CITY OF GRAPEVINE, TEXAS  
FY 2015-16 APPROVED OPERATING BUDGET  
SUMMARY TABLE OF ALL FUNDS

	General Government Funds	Special Revenue Funds	Enterprise Funds	Capital Improvement Program Funds	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:					
Property Taxes	20,126,318				20,126,318
Sales & Use Taxes	30,195,892	28,500,000			58,695,892
Occupancy Taxes		16,649,018			16,649,018
Licenses, Fees & Permits	8,035,892				8,035,892
Fines and Forfeitures	2,066,696	164,000			2,230,696
Charges for Services	9,860,653	9,601,418	27,585,685		47,047,756
Interlocal / Inter-Agency	86,482				86,482
Interest Income	38,500	37,843	50,155	23,025	149,523
Transfers In	9,371,798	3,935,000		6,098,862	19,405,660
Miscellaneous	699,500	389,892	471,500		1,560,892
Total Revenues	80,481,731	59,277,171	28,107,340	6,121,887	173,988,129
EXPENDITURES AND OTHER FINANCING USES:					
Personnel	29,130,695	17,769,386	4,588,087		51,488,168
Supplies	3,303,721	2,030,934	1,130,162		6,464,817
Maintenance	983,093	567,400	556,395		2,106,888
Services	10,178,903	25,780,029	14,482,306		50,441,238
Insurance	10,716,200				10,716,200
Debt Service	14,743,609		2,371,794		17,115,403
Transfers Out	8,385,099	9,267,161	1,986,400		19,638,660
Interlocal / Inter-Agency		9,740,000			9,740,000
Construction				3,873,835	3,873,835
Furnishings / Equipment				2,498,862	2,498,862
Permanent Capital / Street Maint.	3,279,000	0			3,279,000
Capital Outlay	62,000	345,000	2,093,748		2,500,748
Total Expenditures	80,782,320	65,499,910	27,208,892	6,372,697	179,863,819

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## REVENUE FUNDING SOURCES

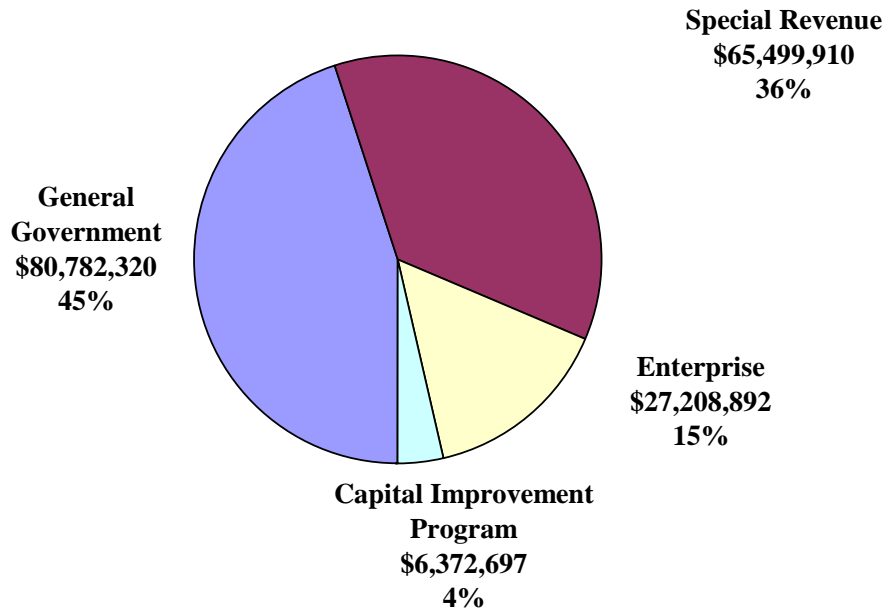
"Where The Money Comes From"



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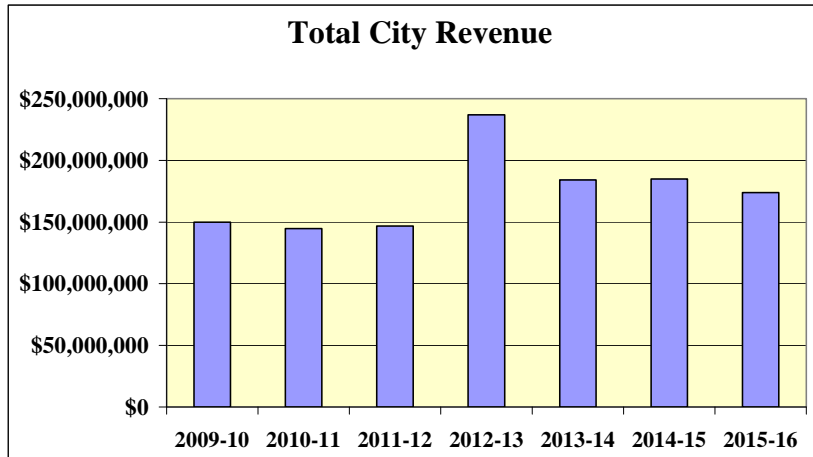
## EXPENDITURE FUNDING USES

"Where the Money Goes"



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## **Revenue and Other Financing Sources**



Total City revenue (all funding sources) is budgeted at \$173.9 million, an increase of \$822,553 (0.5%) from the previous year. General Government revenue is projected to increase by \$1.1 million over the prior year as both sales tax and mixed beverage tax collections are projected to increase. Operating transfers in the Debt Service fund are budgeted to

increase by \$1.5 million. Special Revenue fund segments are projecting revenue increases of \$2.4 million (4.2%). Enterprise fund revenue is projected to increase by \$270,000 (1%) as a result of water and sewer rate increases. Capital Improvement Fund revenue is projected to decrease by \$3 million.

**Taxes** (Ad Valorem, Sales & Use, Mixed Beverage, and Hotel Occupancy) comprise the largest revenue stream at \$95 million (55%) and represent an increase of \$3.6 million (3.9%) from the prior year. Sales & Use taxes, the largest component, are budgeted at \$58.7 million, of which \$30.2 million is in the General Government sector and \$28.5 million is in the Special Revenue sector.

**Charges for Services** are the second largest revenue stream at \$47 million (27%) and represent a decrease of \$183,000 (-0.4%) from the previous year. General Government charges are projected to increase 600,000 (7%) while Special Revenue charges are projected to decrease \$665,000 (-6.5%) due to loss revenue at the Vineyards Campground. Enterprise Fund charges are projected to rise by \$270,000 (0.97%) as a result of a 3% increase in water and sewer rates.

**Transfers In** are the third largest revenue stream at \$19.4 million (11%) and represent a decrease of \$1.1 million from the previous year, due to decreases in operating transfers to the Debt Service fund.

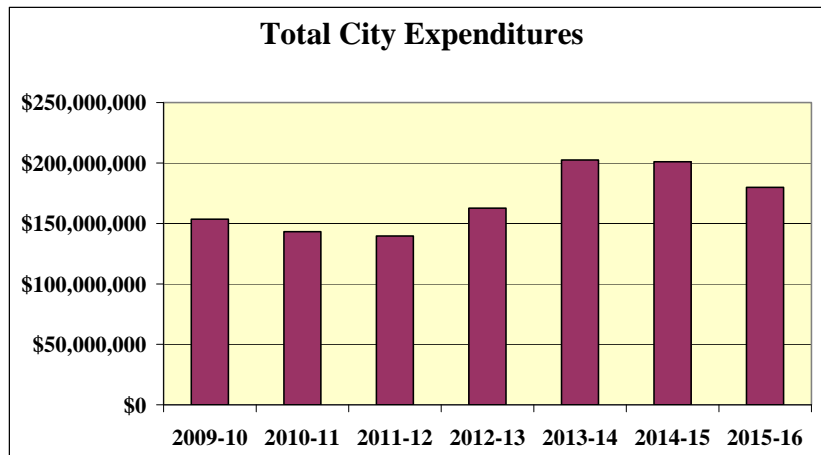
Revenue for each governmental fund type will be discussed in depth in its respective section of this document.

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## **Expenditures and Other Financing Uses**

The FY 2015-16 adopted budget for all funds totals \$179.8 million dollars, a decrease of \$35.9 million (-16.6%) from the prior year budget. Estimated expenditures for the current year (FY15) total \$203 million and represent an increase of \$12 million (6%) from FY14.

**Personnel costs** are the second largest expenditure category, totaling \$51.4 million (29%), an increase of \$445,000 (1%) from the previous budget year. Estimated expenditures for FY15 total \$48.7 and represent an increase of \$2 million from FY14. Effective October 1, a 2 percent pay plan adjustment was incorporated into every salary



range of every position within the City. In addition, every full-time and part-time civilian employee will receive up to a 3% merit increase on their anniversary date. Full-time and part-time public safety employees on the step plan will receive up to a 5% step increase on their anniversary date. The budget also contains a lump-sum payment of 1% for employees who are at the top of their salary range.

**Services** are the largest expenditure category, totaling \$60 million (33%), which is an increase of \$11 million from the previous budget year. The primary contributors are increased utility costs and professional service fees rate related to the reopening and operation of the expanded community activities center. An additional contributor is increased purchase costs imposed by the Trinity River Authority (TRA) for treated water in Enterprise funds.

**Operating Transfers Out** represent the third largest expenditure category, totaling \$19.6 million, and represents an increase of \$155,000 from the previous budget year. The increase is due to increases in operating transfers to the Capital Equipment Acquisition fund for replacements of vehicles and capital equipment, to the Debt Service fund for principal and interest payments, and to the Economic Development fund from the 4B fund.

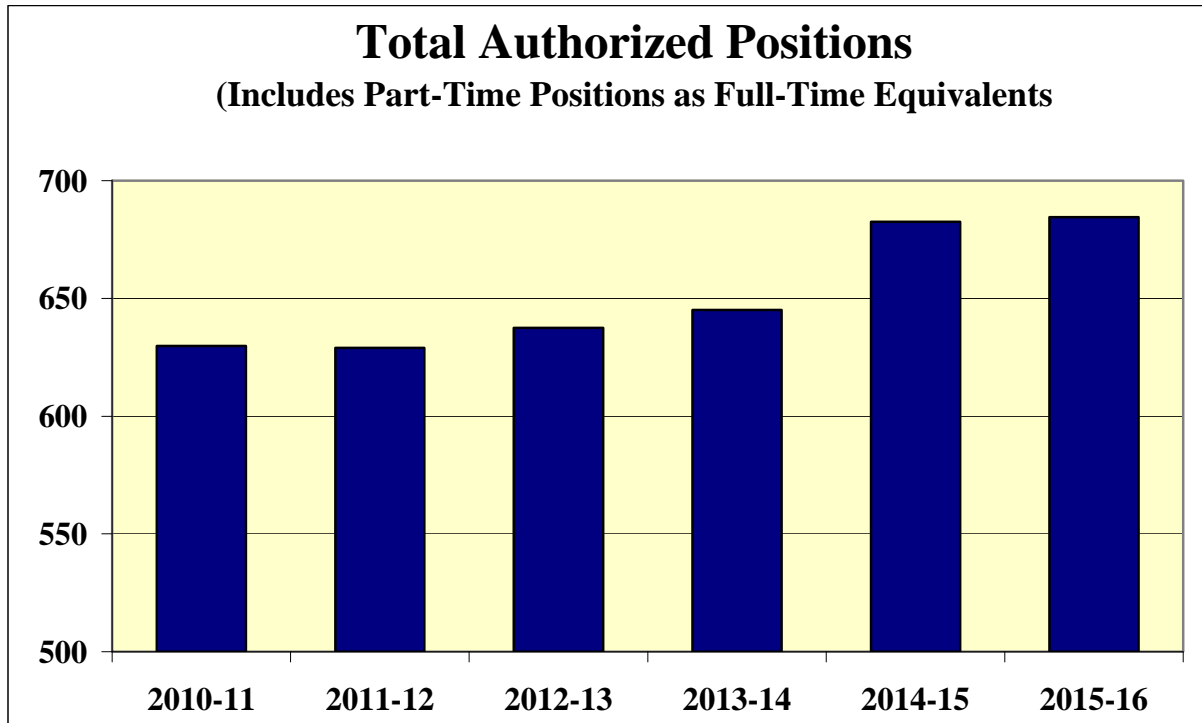
**Debt Service** is the fourth largest expenditure category, totaling \$17.1 million, which is 10% of total expenditures. Budgeted expenditures for FY16 increase by \$204,000 as a result of the issuance of \$14.7 million in GO Refunding Bonds in February 2015.

**Capital Improvement Plan** appropriations for FY 2016 are \$6.3 million and represent a decrease of \$48.5 million from the previous year. A list of approved projects and programmed expenditures is located in the Capital Improvement Program section of this document.

Expenditures for each governmental fund type will be discussed in depth in its respective section of this document.

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## Total Authorized Positions



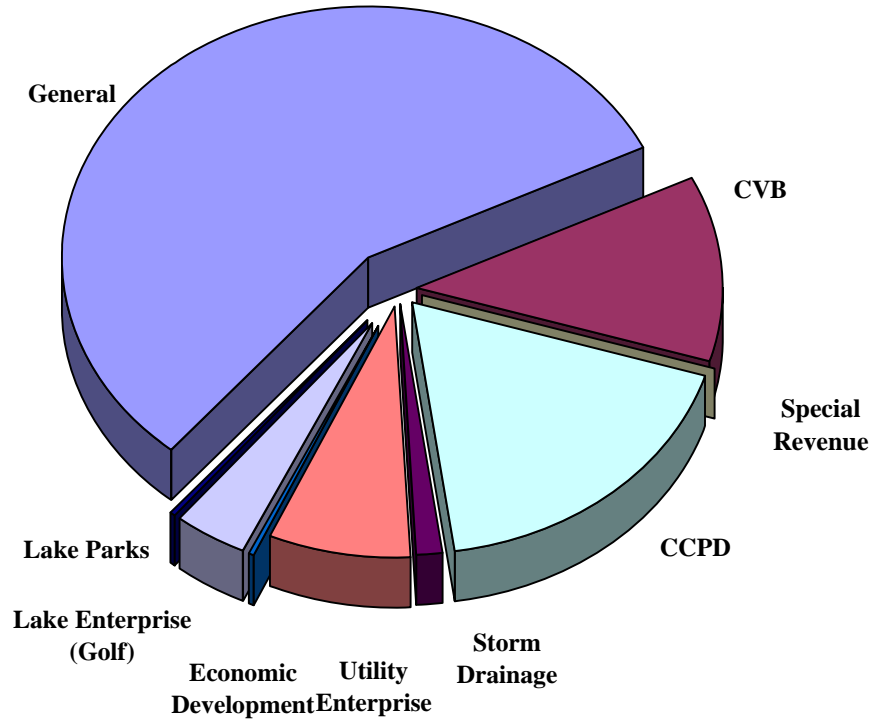
Total authorized positions, including full- and part-time employees, are calculated in terms of full-time equivalents (FTEs). Total authorized positions citywide are budgeted at 684.43; an increase of 1.95 FTE from the previous year's budgeted total of 682.48. Mid-year personnel changes in FY15 increased the FTE count by 0.95 primarily due to the adjustment of some full-time and part-time positions within the Parks and Recreation department to support the newly expanded REC center.

The City Council has approved 2 additional positions in the FY16 budget, both within the General fund. The Police department's community outreach center coordinator will transition from a contracted position to a permanent full-time position with benefits. The Parks and Recreation department will add a concession stand recreation specialist position.



# Total Authorized Positions

Citywide by Fund  
FY 2015-16 Approved Budget



General Fund	387.01
Convention & Visitors Fund	81.87
Crime Control & Prevention Fund	0.60
Stormwater Drainage Fund	124.34
Utility Enterprise Fund	8.00
Lake Enterprise (Golf) Fund	51.28
Lake Parks Fund	3.50
Economic Development	25.14
Special Revenue	2.69

**TOTAL CITYWIDE AUTHORIZED POSITIONS: 684.43**

## TOTALS BY CLASSIFICATION

Full-Time	580.00
Part-Time	97.43
Elected Officials	7.00
<b>TOTAL</b>	<b>684.43</b>

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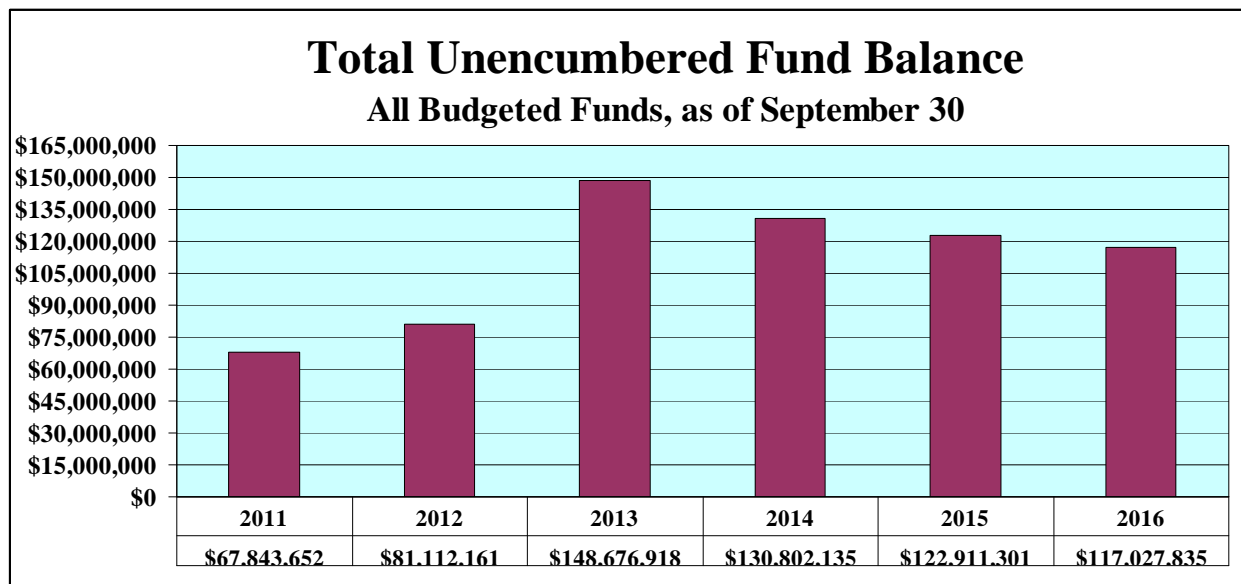
## **Fund Balances**

The total citywide balance of all budgeted funds on October 1 is estimated at \$122.9 million, a decrease of \$8.5 million (-6.5%) from the previous year's total of \$131.4 million. The Buildings & Facilities CIP fund balance decreased by \$19.7 million as construction of the REC was completed and ground was broken on the public safety complex. The Convention & Visitors Bureau fund balance increased by \$4.4 million and the CVB Incentives fund balance increased by \$1.9 million as hotel occupancy increased 8% over the previous year.

The General fund increased its fund balance by \$1.3 million, an increase of 10.5%. The Debt Service fund increased its fund balance by \$18,000, an increase of 0.1%. The Utility Enterprise fund increased its fund balance by \$1.7 million, an increase of 24%. The Crime Control and Prevention District fund increased its fund balance by \$920,000, an increase of 84%. The Stormwater Drainage fund's balance decreased by \$360,000 (-26%).

The Golf and Lake Parks funds continue to carry negative balances as they recover from deficits incurred in previous years. During FY15, heavy spring rains led to flooding of the Vineyards Campground, Grapevine Golf Course, Oak Grove Ballfield complex, and all of the lake parks. Operations at the Vineyards were shut down in May and the golf course was closed for two months. The Lake Parks fund balance deficit increased by \$252,000 and the Golf fund deficit increased by \$651,000.

The total citywide ending fund balance projected at FY16 year-end is \$117 million, a decrease of \$5.9 million. Increases in the balances of the General, Convention & Visitors, CCPD, Utility Enterprise and Stormwater Drainage funds are projected to be offset by the drawdown of fund balances in the Debt Service, 4B Transit and Lake Parks funds.



**Note:** The totals for years 2011 through 2014 are actual (audited); the total for 2015 is estimated; and the total for year 2016 is projected.

**ESTIMATED FUND BALANCES  
FISCAL YEAR 2014-15**

<b>Fund</b>	<b>Actual Beginning Fund Balance 10/1/2014</b>	<b>Estimated Revenues and other Financing Sources 2014-15</b>	<b>Estimated Expenditures and other Financing Uses 2014-15</b>	<b>Estimated Ending Fund Balance 9/30/2015</b>
General	\$12,317,916	\$60,721,838	\$59,425,587	\$13,614,167
Debt Service	\$16,920,164	\$29,952,085	\$29,934,055	\$16,938,194
Convention & Visitors	\$2,430,230	\$21,619,887	\$17,211,442	\$6,838,675
CVB Incentives	\$3,599,192	\$3,878,120	\$1,937,542	\$5,539,769
Stormwater Drainage	\$1,361,292	\$1,410,353	\$1,770,284	\$1,001,361
Crime Control & Prevention	\$1,087,443	\$14,045,608	\$13,125,414	\$2,007,637
4B Transit	\$6,883,186	\$13,845,583	\$12,932,935	\$7,795,835
Economic Development	\$3,909,596	\$3,464,218	\$2,847,671	\$4,526,143
Utility Enterprise	\$7,203,511	\$20,887,718	\$19,101,292	\$8,989,937
Lake Enterprise (Golf)	(\$2,977,481)	\$2,190,394	\$2,842,209	(\$3,629,296)
Lake Parks	(\$1,100,605)	\$1,300,898	\$1,553,678	(\$1,353,385)
Capital / Street Maintenance	\$1,816,808	\$3,282,139	\$3,276,455	\$1,822,492
Streets, Drainage & Traffic CIP	\$6,029,471	\$337,809	\$935,936	\$5,431,344
Buildings & Facilities CIP	\$50,227,266	\$1,306,882	\$20,984,211	\$30,549,937
Parks & Beautification CIP	\$8,173,238	\$3,025,295	\$2,333,151	\$8,865,382
Water & Wastewater CIP	\$8,408,479	\$435,744	\$685,065	\$8,159,158
Capital Equipment Acquisition	\$5,072,183	\$3,342,391	\$2,680,602	\$5,733,972
<b>TOTAL</b>	<b>\$131,455,474</b>	<b>\$185,089,181</b>	<b>\$193,633,353</b>	<b>\$122,911,301</b>

**PROJECTED FUND BALANCES  
FISCAL YEAR 2015-16**

<b>Fund</b>	<b>Estimated Beginning Fund Balance 10/1/2015</b>	<b>Budgeted Revenues and other Financing Sources 2015-16</b>	<b>Budgeted Expenditures and other Financing Uses 2015-16</b>	<b>Projected Ending Fund Balance 9/30/2016</b>
General	\$13,614,167	\$62,902,222	\$62,752,711	\$13,763,678
Debt Service	\$16,938,194	\$14,297,009	\$14,750,609	\$16,484,594
Convention & Visitors	\$6,838,675	\$19,491,048	\$19,241,168	\$7,088,555
CVB Incentives	\$5,539,769	\$4,409,738	\$4,409,738	\$5,539,769
Stormwater Drainage	\$1,001,361	\$1,401,438	\$1,380,233	\$1,022,566
Crime Control & Prevention	\$2,007,637	\$14,415,000	\$14,392,012	\$2,030,625
4B Transit	\$7,795,835	\$14,256,000	\$20,721,398	\$1,330,436
Economic Development	\$4,526,143	\$3,578,697	\$3,492,872	\$4,611,968
Utility Enterprise	\$8,989,937	\$24,929,685	\$24,262,360	\$9,657,262
Lake Enterprise (Golf)	(\$3,629,296)	\$3,177,655	\$2,946,532	(\$3,398,173)
Lake Parks	(\$1,353,385)	\$1,725,250	\$1,862,489	(\$1,490,624)
Capital / Street Maintenance	\$1,822,492	\$3,282,500	\$3,279,000	\$1,825,992
Streets, Drainage & Traffic CIP	\$5,431,344	\$200,000	\$200,000	\$5,431,344
Buildings & Facilities CIP	\$30,549,937	\$400,800	\$1,625,000	\$29,325,737
Parks & Beautification CIP	\$8,865,382	\$3,005,000	\$685,000	\$11,185,382
Water & Wastewater CIP	\$8,159,158	\$11,275	\$1,363,835	\$6,806,598
Capital Equipment Acquisition	\$5,733,972	\$2,504,812	\$2,498,862	\$5,739,922
<b>TOTAL</b>	<b>\$122,911,301</b>	<b>\$173,988,129</b>	<b>\$179,863,819</b>	<b>\$117,035,610</b>

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### **Short-term initiatives for the upcoming year**

They FY 2015-16 budget reflects the City's response to changes in the environment in which it operates and of the key initiatives that guided its development. These initiatives reflect the choices for the fiscal year and are consistent with the City's long-term policies.

#### ***Continue to improve the efficiency and effectiveness of service delivery***

Funding is provided for the fifth year of 'Grapevine University', a program which will provide customer service and leadership development training to employees throughout the organization. All employees are required to attend a Business Culture Guiding Values training session in which participants are introduced to the Grapevine method of (1) How We Treat People; (2) How We Lead Our Employees; (3) How We Manage Our Resources; (4) How We Make Decisions; and (5) How We Confront Challenges.

Funding is also provided for the 2016 Next Generation Leadership (NGL) class. Previous classes have implemented capstone projects designed to increase efficiency and effectiveness throughout the organization. The FY16 budget contains \$100,000 in funding to continue the Citywide Internship program developed in 2013.

#### ***Continue to explore new ways to combat spiraling health care costs***

Health insurance costs are estimated at \$8.4 million for FY15, which represents an increase of 5% over the previous year. Retiree claims and premiums increased by 16%, while employee claims increased by 10%.

The FY16 budget continues funding for programs geared toward reducing health care cost by developing proactive approaches for assessment and prevention. Programs include Airrosti, Naturally Slim, FitBits, Weight Watchers at Work, and the WELLPOINTS Reward Program. Also included is the popular Lunch and Learn series, which covers a wide variety of topics to promote health and wellness.

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***Continue to use excess reserves to invest in “Quality of Life” capital projects***

The City Council has adopted the policy of maintaining a 20% fund balance in the General Fund. All reserves in excess of the 20% threshold are to be transferred to the Quality of Life CIP fund at fiscal year-end. The FY16 budget projects excess reserves of \$3 million to be transferred to the Quality of Life CIP fund at fiscal year-end. To date, the General fund has made contributions in excess of \$35 million to the fund.

***Continue to enhance tourism by promoting Grapevine as a “destination”***

The City Council approved an ordinance increasing the hotel occupancy tax rate from 6% to the maximum state authorization of 7%. This change took effect October 1, 2014 and allows the Convention and Visitors Bureau more flexibility to compete with other localities for major conventions and events. With the establishment of the CVB Incentives fund, the monies collected by the 1% additional tax will be segregated from other CVB funds and restricted for use to attract new group business and new hotel room development as a part of our Economic Development efforts. The 1% additional hotel occupancy tax is projected to generate \$2.3 million in FY16.

***Continue to pursue economic development opportunities to bring new businesses to Grapevine***

In December 2013, the City of Grapevine purchased approximately 185 acres of property in the northeast portion of the city. It is the intention of the city to conduct a market/feasibility study and develop a master plan for the property. The city has been successful in marketing the property to developers, most notably to Kubota and Mercedes Benz, which both signed development deals in 2015. The FY16 budget includes funding for additional economic development deals.

***Continue to emphasize cash financing of vehicles and capital equipment***

The FY16 budget continues to utilize cash for vehicle and capital equipment replacements. This strategy has been successful in maintaining the ratio of debt service expenditures to General fund expenditures under 25%. The strategy has also been instrumental in helping staff to identify alternative funding sources, such as unallocated interest earning from previous equipment note debt issues, as well as tapping excess funds allocated for copier replacement.

***Maintain a healthy General Fund balance of at least 20% annually***

The FY16 ending fund balance is projected to equal 25% of expenditures, and exceeds the 20% policy requirement by \$3 million.

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## Debt Management

The Debt Service Fund is used for the accumulation of resources for and the payment of general long-term debt principal, interest and related costs on general obligation bonds and public property finance contractual obligations issued by the City. Revenues are generated by the collection of property taxes dedicated to interest and sinking fund requirements (I&S), interest income, and transfers from the Convention and Visitors, Stormwater Drainage, Utility Enterprise and Lake Enterprise funds.

Over the past decade, the City of Grapevine has issued long-term general obligation (GO) debt of \$135 million to finance capital improvements, the annual street overlay program, to purchase land, and to refinance existing debt at lower interest rates. The issues are primarily the result of a negotiated sale and are issued in denominations of \$5,000 each. Interest is paid semi-annually on February 15 and August 15.

<b>Outstanding GO Bond Debt Issues</b>	<b>Original Issue Amount</b>	<b>Date Issued</b>	<b>Use of Proceeds</b>
GO Bonds Series 2006	\$5,245,000	07/15/06	Streets
GO Ref Bonds Series 2006	\$7,015,000	11/15/06	Refunding, 100% Water & Sewer
GO Ref Bonds Series 2009	\$24,280,000	05/21/09	Refunding
GO Ref Bonds Series 2010	\$10,475,000	06/15/10	Refunding, 39% Water & Sewer
GO Ref Bonds Series 2012	\$8,060,000	12/01/12	Refunding, 13.5% Lake Pks, 3.1% CVB
GO Bonds Series 2013	\$65,805,000	06/15/13	Public Safety Bldg; Recreation Center
GO Ref Bonds Series 2015	\$14,695,000	02/01/15	Refunding

During the same period, the City has also issued certificates of obligation (CO) debt of \$30.4 million to finance vehicle and capital equipment replacements, computers, golf carts, land acquisitions, construction of the Palace Arts Center, construction of the CVB Headquarters & Museum Complex, improvements at the Vineyards Campground, and for the purchase of mobile electronic hand-held ticket writers. The FY16 budget contains principal and interest payments for an anticipated debt issue in early 2016 of \$3,070,000 for the acquisition of a fire engine and the initial phase of the relocation of the IT data center.

The debt has been issued through both negotiated and competitive sales. The notes are issued in denominations of \$5,000 each. Interest is paid semi-annually on February 15 and August 15.

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<b>Outstanding CO Debt Issues</b>	<b>Original Issue Amount</b>	<b>Date Issued</b>	<b>Use of Proceeds</b>
Comb Tax & Rev CO Series 2006	\$3,760,000	07/15/06	Computers, Vehicles, Equipment, Golf Carts, Radio System, Fire Apparatus
Comb Tax & Rev CO Series 2007	\$2,250,000	05/01/07	CVB Expansion
Comb Tax & Rev CO Series 2009	\$8,995,000	05/01/09	Vehicles, CVB Expansion
Comb Tax & Rev CO Series 2009A	\$2,005,000	12/01/09	Mobile electronic citation system, Vineyards Campground improvements
Comb Tax & Rev CO Series 2010	\$500,000	11/02/10	Lake Parks improvements at the Vineyards Campground
Public Property Finance Contractual Obligation Series 2012	\$1,225,000	12/01/12	Fire apparatus
Comb Tax & Rev CO Series 2015	\$11,720,000	02/01/15	Public improvements. Water & Sewer 82.94%

The City has also issued tax notes, which are generally short-term debt instruments, in the amount of \$3.9 million for upgrades to the police/fire radio system, fire apparatus, police vehicles and golf equipment.

<b>Outstanding Tax Note Debt Issues</b>	<b>Original Issue Amount</b>	<b>Date Issued</b>	<b>Use of Proceeds</b>
Tax Notes Series 2013	\$3,965,000	06/15/13	Police/Fire radio system, fire apparatus, police vehicles, golf equipment

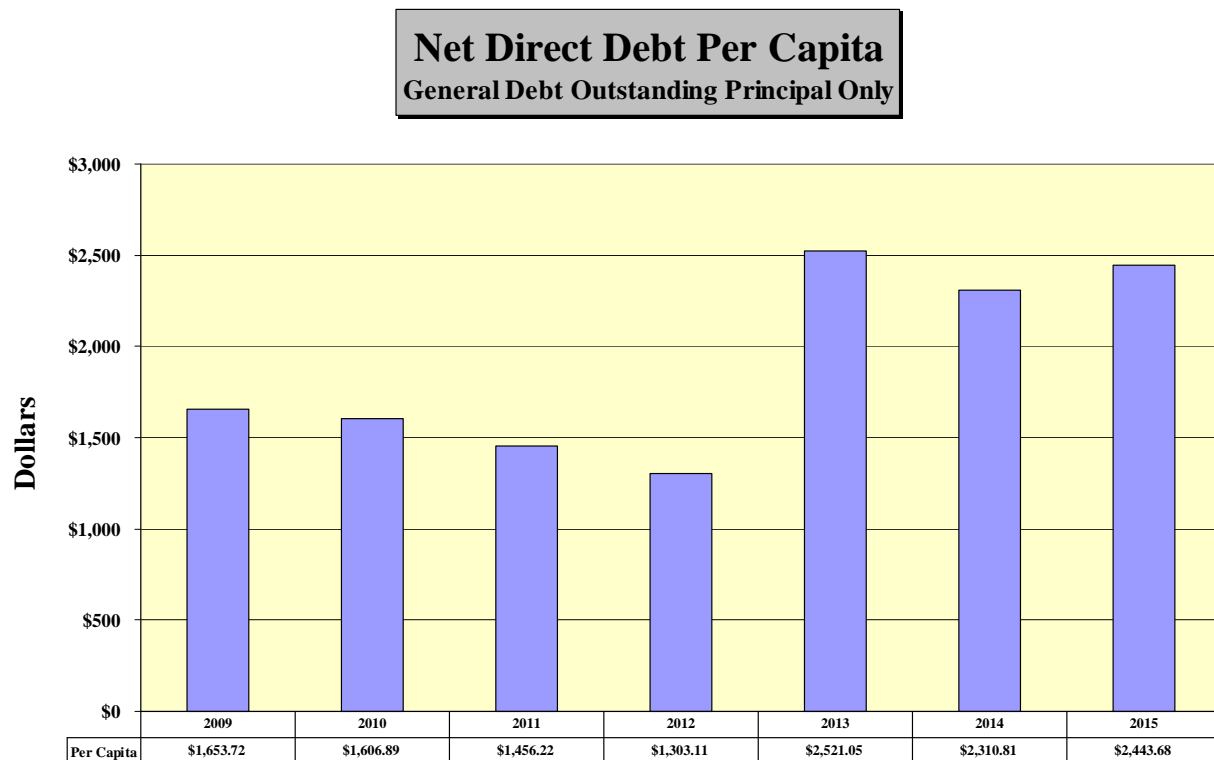
Tax notes, GO bonds and COs all represent tax-supported debt, also called governmental debt. Although the CO issues are a combination of tax and revenue supported debt, in the event of a revenue shortfall the City has pledged its taxing authority as surety. Overall, current outstanding governmental debt is \$161 million, of which \$121.6 million is the principal balance. Repayment of this debt is scheduled over a twenty (20) year period and is payable from a general property tax levy.

The City has also issued waterworks and sewer revenue bonds to finance utility infrastructure improvements and expansion of the City's capability to produce, store and treat potable water and its treatment and reclamation of wastewater. Currently, the outstanding debt on these issues is \$7.5 million, of which \$6.7 million is the principal balance. Repayment of this debt is scheduled over a twenty (20) year period and is payable from Utility fund revenues.

<b>Long-Term Debt Summary (does not include TIF)</b>	<b>Total Principal</b>	<b>Total Interest</b>	<b>Total Debt</b>
<b><u>General Obligation Bonds</u></b>			
2006 GO	250,000	5,313	255,313
2009 GO Refunding	4,535,000	376,613	4,911,613
2010 GO Refunding	7,300,000	955,113	8,255,113
2012 GO Refunding	5,365,000	400,044	5,765,044
2013 GO	63,805,000	28,475,660	92,280,660
2015 GO Refunding	14,695,000	1,726,150	16,421,150
<b>Total General Obligation Bonds</b>	<b>95,950,000</b>	<b>31,938,891</b>	<b>127,888,891</b>
<b><u>Certificates of Obligation</u></b>			
2006 CO	95,000	2,019	97,019
2007 CO	1,600,000	457,188	2,057,188
2009 CO	6,605,000	2,084,828	8,689,828
2009A CO	1,425,000	490,634	1,915,634
2010 CO	293,199	26,590	319,789
2012 CO	1,055,000	133,356	1,188,356
2015 CO	11,720,000	4,064,719	15,784,719
<b>Total Certificates of Obligation</b>	<b>22,793,199</b>	<b>7,259,333</b>	<b>30,052,532</b>
<b><u>Tax Notes and Notes Payable</u></b>			
2013 Tax Note	2,900,000	166,175	3,066,175
Anderson Note Payable	51,895	32,315	84,210
<b>Total Tax and Note Payable</b>	<b>2,951,895</b>	<b>198,490</b>	<b>3,150,385</b>
<b>Total Governmental Debt</b>	<b>121,695,094</b>	<b>39,396,714</b>	<b>161,091,808</b>
<b><u>Water / Wastewater Bonds</u></b>			
2006 GO Refunding	3,030,000	340,563	3,370,563
2009 GO Refunding	825,000	41,875	866,875
2010 GO Refunding	2,865,000	403,000	3,268,000
<b>Total Water / Wastewater Bonds</b>	<b>6,720,000</b>	<b>785,438</b>	<b>7,505,438</b>
<b><u>Economic Development Bonds</u></b>			
2014 Sales Tax Revenue Bonds	18,840,000	11,429,672	30,269,672
<b>Total Economic Development Bonds</b>	<b>18,840,000</b>	<b>11,429,672</b>	<b>30,269,672</b>
<b>Total Business Activity Bonds</b>	<b>25,560,000</b>	<b>12,215,110</b>	<b>37,775,110</b>
<b>Total Long-Term Debt (non-TIF)</b>	<b>147,255,094</b>	<b>51,611,824</b>	<b>198,866,918</b>



The Government Finance Officers Association (GFOA) recommends the use of outstanding debt indicators to accurately capture the unfunded obligation to be repaid from general revenues. The City's net direct debt per capita is the amount of governmental debt outstanding for each citizen of Grapevine. This allows for a valid comparison among cities of different sizes. Direct debt includes all long-term obligations directly supported by general revenues and taxes. It does not include interest expenses. Grapevine's net debt per capita is calculated at \$2,443.68 (based on an estimated population of 49,800) and represents an increase of \$132.87 (6%) from the previous year's calculation of \$2,310.81. A table of previous years' net direct debt per capita is shown below.



Population and net direct debt amounts for the periods listed below are as follows:

Year	Net Direct Debt	Population
2003	\$96,539,546	45,524
2004	\$94,245,000	46,188
2005	\$94,965,000	46,684
2006	\$94,531,601	46,700
2007	\$92,535,000	46,800
2008	\$79,538,716	46,900
2009	\$77,725,000	47,000
2010	\$75,596,365	47,045
2011	\$68,589,652	47,101
2012	\$62,359,082	47,854
2013	\$122,903,477	48,751
2014	\$114,209,419	49,424
2015	\$121,695,094	49,800

The assessed value of all taxable property is an important measure of the capacity of the tax base to support present and future revenue needs, particularly in terms of debt obligations. The ratio of net direct debt as a percentage of net taxable value is relevant for local governments that depend on property taxes as the primary source of debt service revenues. The City's FY16 ratio of net direct debt as a percentage of assessed value is 1.93%.

Year	Net Direct Debt	Net Taxable Value	Ratio
2003	\$96,539,546	\$4,766,361,580	2.02%
2004	\$94,245,000	\$4,894,958,382	1.96%
2005	\$94,965,000	\$5,243,478,637	1.81%
2006	\$94,531,601	\$5,230,966,070	1.81%
2007	\$92,535,000	\$5,815,838,701	1.59%
2008	\$79,538,716	\$5,954,088,371	1.33%
2009	\$77,725,000	\$5,829,604,089	1.33%
2010	\$75,596,365	\$5,864,643,146	1.29%
2011	\$68,589,652	\$5,912,257,208	1.16%
2012	\$62,359,082	\$6,082,785,223	1.02%
2013	\$122,903,477	\$6,246,787,751	1.96%
2014	\$114,209,419	\$6,593,129,832	1.73%
2015	\$121,695,094	\$6,303,722,379	1.93%

### **Debt Policy**

The City's policy is to use bond proceeds for capital expenditures only. Such revenues are never to be used to fund normal City operations. The City Council has also set a goal of capping net general debt service at 25% of the General Fund budget.

Net General Debt Service as Percentage of General Fund Expenditures	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Estimate	FY16 Approved
General Debt Service	10,465,668	18,011,596	13,690,104	29,934,055	14,750,609
Less: Transfer Funding	(2,438,945)	(10,467,233)	(2,705,916)	(18,011,227)	(2,677,080)
Net General Debt Service	8,026,723	7,544,363	10,984,188	11,922,828	12,073,529
General Fund Expenditures	52,955,728	57,592,937	58,913,295	59,425,587	62,752,711
Percentage of General Fund Expenditures	15%	13%	19%	20%	19%

CITY OF GRAPEVINE, TEXAS  
FY 2015-16 APPROVED OPERATING BUDGET  
SUMMARY TABLE OF ALL FUNDS

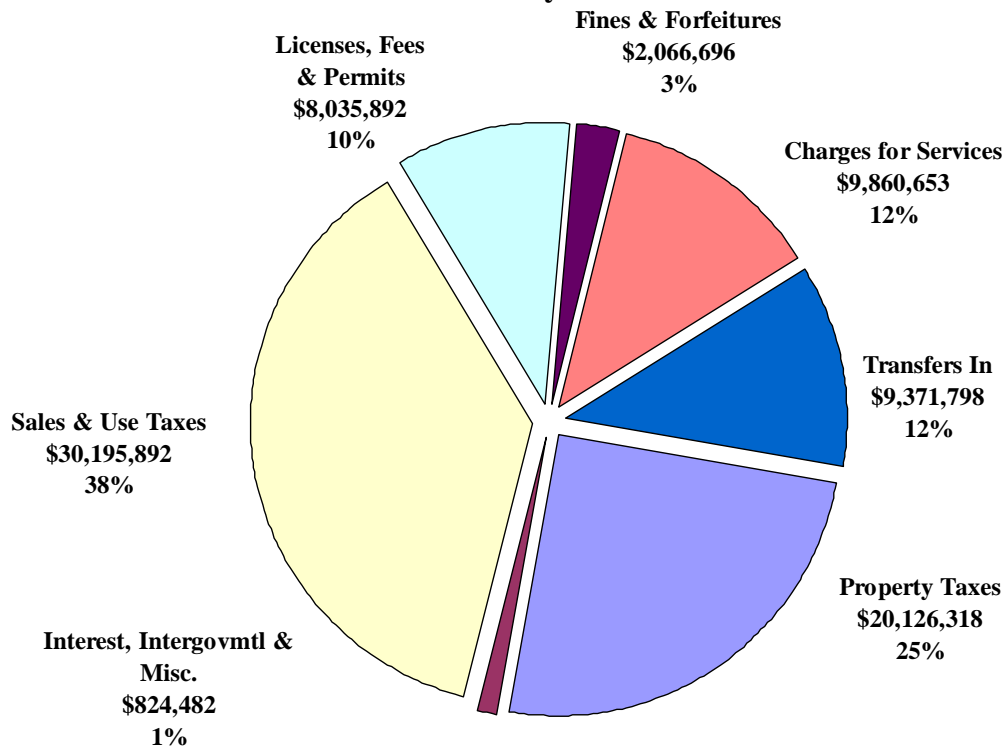
**-- GENERAL GOVERNMENT FUNDS --**

	General Fund	Debt Service Fund	Capital / Street Maintenance Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:				
Property Taxes	8,526,389	11,599,929		20,126,318
Sales & Use Taxes	30,195,892			30,195,892
Licenses, Fees & Permits	8,035,892			8,035,892
Fines and Forfeitures	2,066,696			2,066,696
Charges for Services	9,860,653			9,860,653
Intergovernmental / Inter-Agency	86,482			86,482
Interest Income	15,000	20,000	3,500	38,500
Transfers In	3,415,718	2,677,080	3,279,000	9,371,798
Miscellaneous	699,500			699,500
Total Revenues	62,902,222	14,297,009	3,282,500	80,481,731
EXPENDITURES AND OTHER FINANCING USES:				
Personnel	29,130,695			29,130,695
Supplies	3,303,721			3,303,721
Maintenance	983,093			983,093
Services	10,171,903	7,000		10,178,903
Insurance	10,716,200			10,716,200
Debt Service		14,743,609		14,743,609
Transfers Out	8,385,099			8,385,099
Permanent Capital / Street Maint.			3,279,000	3,279,000
Capital Outlay	62,000			62,000
Total Expenditures	62,752,711	14,750,609	3,279,000	80,782,320
NET CHANGE IN FUND BALANCE	149,511	(453,600)	3,500	(300,589)
BEGINNING FUND BALANCE	13,614,167	16,938,194	1,822,491	32,374,852
ENDING FUND BALANCE	13,763,678	16,484,594	1,825,991	32,074,263

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## REVENUE FUNDING SOURCES

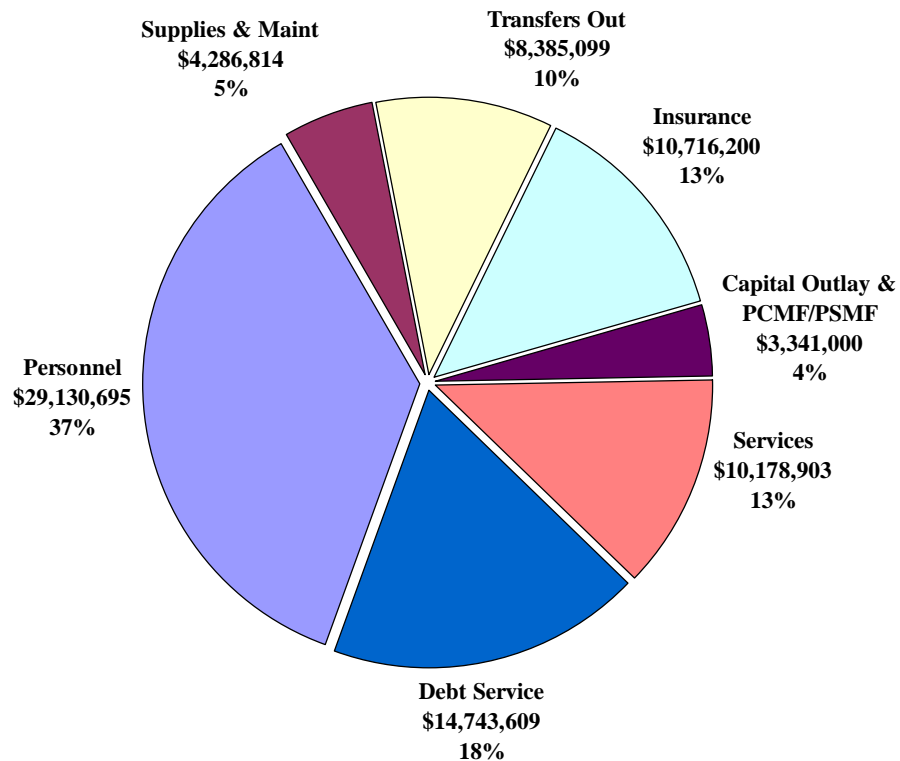
"Where The Money Comes From"



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## EXPENDITURE FUNDING USES

"Where the Money Goes"

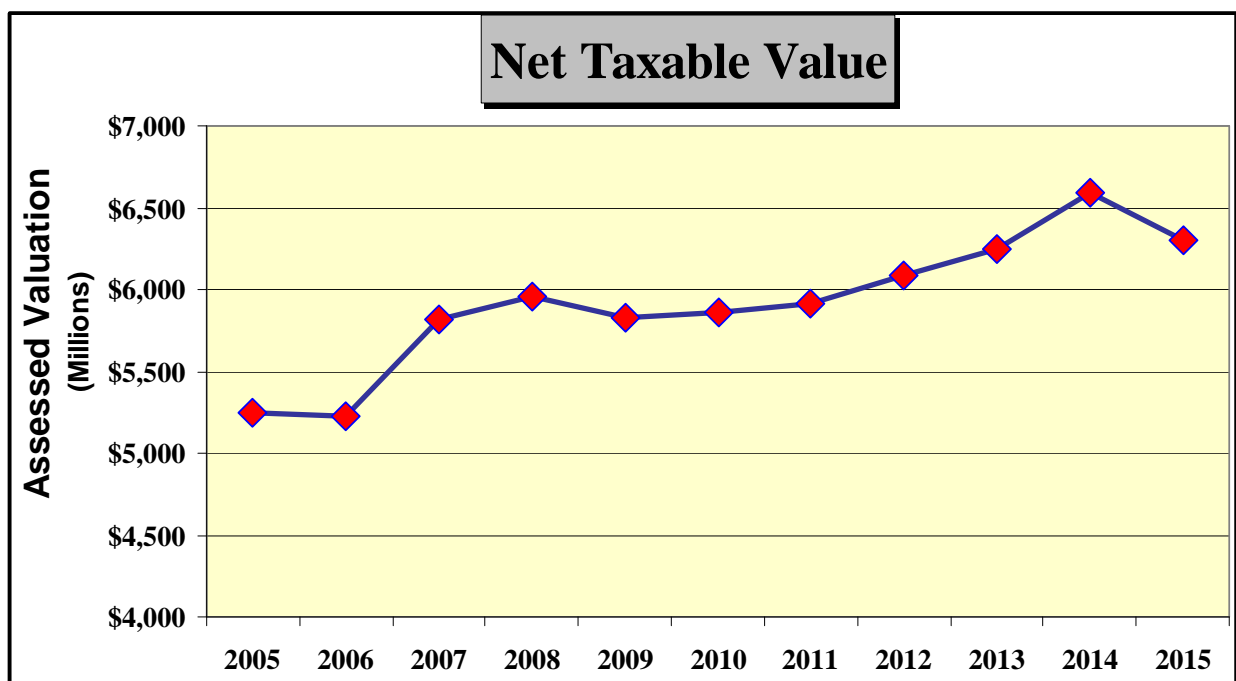


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## **Revenue and Other Financing Sources**

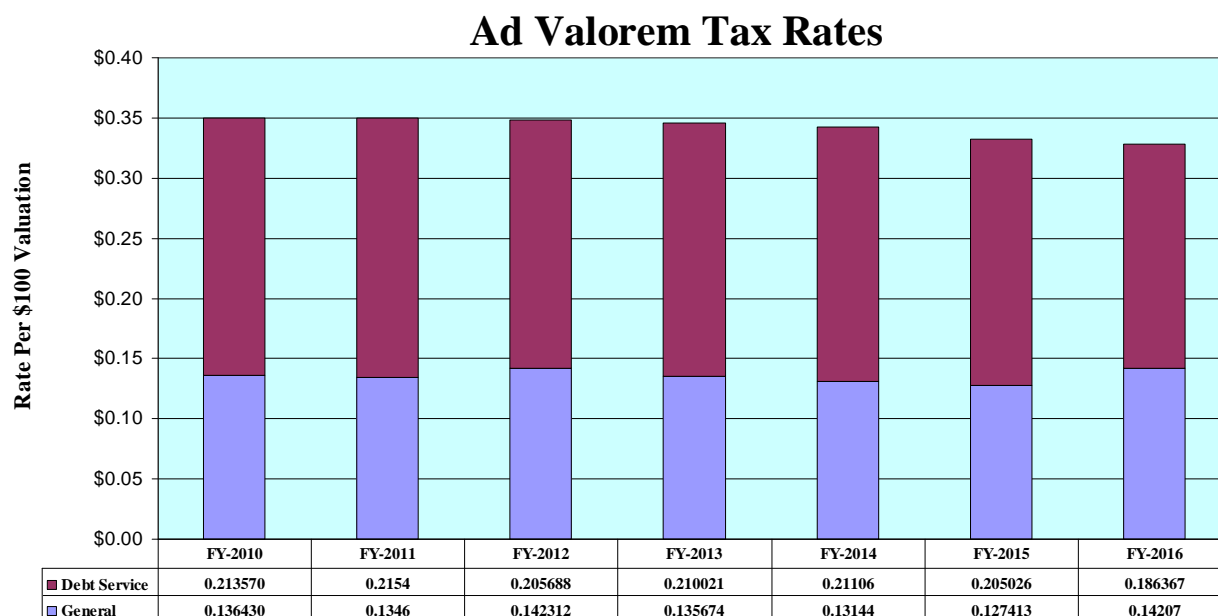
General Government revenue is budgeted at \$80 million, an increase of \$1.1 million (1.5%) from the previous year. The increase in budgeted revenue is primarily within sales and use taxes and operating transfers.

**Ad Valorem Taxes**, or property taxes, are levied each October 1 on the assessed value listed as of the prior January 1 for all real and personal property located within the City. Assessed values represent the appraised value less applicable exemptions authorized by the City Council. Appraised values are established by the Tarrant Appraisal District (TAD) at 100% of estimated market value. Taxes are due October 1, immediately following the January 1 lien date, and are delinquent after the following January 13. Delinquent taxes are subject to a 15% penalty and 6% interest according to Texas state law.



The certified net taxable value (NTV), which includes a projected minimum value for all properties pending disposition before the Appraisal Review Board, totals \$6,303,722,379 and is reflective of all taxable property in the City as of January 1, 2015. This represents a decrease of \$289 million, or (-4.4%) from the 2014 tax roll.

There are two components of the tax rate. The first component is for maintenance and operations (M&O) while the second component relates to debt service interest and sinking fund (I&S) requirements. Ad Valorem taxes for M&O are collected through the General fund. The City has adopted a tax rate of \$0.14207 for the General Fund, meaning 43.3% percent of tax collections fund maintenance and operations. In comparison, last year's M&O rate of \$0.127413 represented 38.3% of tax collections. The total tax levy for FY16 is budgeted at \$20.1 million. Ad Valorem taxes represent 25% of General Government revenues.



Ad Valorem tax collections totaled \$20.3 million in FY15, an increase of 0.7% from the previous year. Actual collections exceeded the budgeted estimate by \$3 million.

<b>AD VALOREM TAXES</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$20,484,203	\$19,683,802	\$19,703,095	\$19,881,840	\$20,233,954	\$20,372,297
Gain / (Loss)	(\$58,280)	(\$800,401)	\$19,293	\$178,745	\$352,114	\$138,343
% Change	-0.3%	-3.9%	0.1%	0.9%	1.8%	0.7%

**Sales & Use Taxes** are the largest General Government revenue stream, at 38%. This category contains both sales and mixed beverage taxes. Sales tax receipts are the result of a tax levy on the sale of goods and services within the City as authorized by the state of Texas. The maximum sales tax allowed in the City of Grapevine is one cent per dollar on all goods and services deemed taxable. Alcoholic beverage taxes are the result of mixed beverage and private club registrants remitting a 14% mixed beverage gross receipts tax to the state. The state then remits 8.3065% of those taxes to the City. Combined sales and use taxes represent 48% of total general fund revenues, up from 45% the previous year.

<b>SALES TAX</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$21,214,000	\$23,201,753	\$23,750,003	\$24,596,040	\$26,203,141	\$27,161,766
Gain / (Loss)	\$618,135	\$1,987,753	\$548,250	\$846,037	\$1,607,101	\$958,625
% Change	3%	9%	2%	4%	7%	4%

General government sales tax receipts are budgeted at \$28.5 million, an increase of \$1.9 million (7%) from the previous year. Annual collections in FY15 increased 4%, after posting an increase of 7% the past year. The continued increase is hopefully a sign that the local economy will continue to rebound from the downturn that began in 2008. Recent reports indicate that consumer confidence is on the rise, and the local unemployment rate has stabilized. However, falling oil and natural gas prices could lead to a slowing of the Texas economy in the coming months.

**Mixed beverage taxes** are budgeted at \$1.7 million for FY15, an increase of \$80,000 from the previous year's budget. Actual collections for FY15 were up \$81,112 (5.2%) from the previous year, as the state legislature has restored the percentage collected by municipalities back to 10.7143% from 8.3065%. The budget amount for FY16 reflects this change.

<b>MIXED BEVERAGE TAX</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$1,225,967	\$1,222,767	\$1,051,264	\$1,158,625	\$1,566,664	\$1,647,776
Gain / (Loss)	\$37,536	-\$3,200	-\$171,503	\$107,361	\$408,039	\$81,112
% Change	3%	-0.3%	-14.0%	10.2%	35.2%	5.2%

**Franchise fees** represent those revenues collected from utilities operating within the City that use the City's rights-of way to conduct their business. The City Council has authorized a 4% fee for the electric utility, 4% for the natural gas utility, 5% for the cable TV utility and a 2% of gross receipts fee for refuse collection. A flat rate is charged to both telephone operators [adjusted annually] based on the number of access lines. The City anticipates franchise fee collections of \$6.6 million, up \$330,000 from the previous year. Actual FY15 collections were \$6.35 million and represent a 6% decrease from the previous year.

<b>FRANCHISE FEE COLLECTIONS</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Electric	3,517,029	3,879,344	3,750,373	3,714,686	3,645,524	3,702,232
Telephone	655,813	635,712	475,044	652,546	665,929	547,008
Natural Gas	549,056	471,940	444,993	634,098	820,953	605,745
Cable Television	722,239	711,706	610,732	868,612	912,059	711,645
Refuse Collection	689,248	702,603	825,189	748,391	740,685	792,271
Collections	\$6,133,385	\$6,401,305	\$6,106,331	\$6,618,333	\$6,785,150	\$6,358,900
Gain / (Loss)	(\$185,286)	\$267,919	(\$294,973)	\$512,001	\$166,818	(\$426,250)
% Change	-3%	4%	-5%	8%	3%	-6%

**License and permit revenue** includes fees charged by the City for certain types of operator licenses and permits for construction and other items regulated by City ordinances. Total revenue from licenses and permits is budgeted at \$1.35 million, an increase of 10% from the previous year's budget as development activity is expected to increase with the planned addition of several new restaurants. Total license & permit revenue in FY15 increased \$192,646 (14%) from FY14.

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<b>LICENSES &amp; PERMITS</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$1,114,927	\$1,045,175	\$1,532,750	\$1,267,206	\$1,369,760	\$1,562,406
Gain / (Loss)	\$35,749	(\$69,752)	\$487,575	(\$265,544)	\$102,554	\$192,646
% Change	3%	-6%	47%	-17%	8%	14%

***Charges for services*** consist of revenue earned by the City in exchange for specific types of services provided. Examples of services include ambulance service, mowing charges, engineering inspection fees and parks and recreation fees. Revenues for FY16 are budgeted at \$9.8 million and reflect a 6% increase from the previous year.

Charges for fleet maintenance, insurance and technology equipment are assessed to non-General fund departments as a cost of service provided. The Utility Enterprise, Convention & Visitors, Lake Enterprise, Stormwater Drainage, Crime Control & Prevention, and Lake Parks funds are charged for regular maintenance and repair of vehicles and heavy machinery. These outside funds are also charged for employee health insurance coverage, property and casualty premiums and costs associated with the acquisition, maintenance and replacement of computers and other technology-related equipment. The sum total of these charges is \$4.5 million, down \$252,000 from FY15. Total charges for services in FY15 were \$9.7 million and represent a 13% increase from the prior year.

<b>CHARGES FOR SERVICES</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$7,858,057	\$7,709,069	\$8,373,313	\$8,986,686	\$8,577,552	\$9,728,943
Gain / (Loss)	\$424,386	(\$148,988)	\$664,244	\$613,373	(\$409,134)	\$1,151,391
% Change	6%	-2%	9%	7%	-5%	13%

***Fines and forfeitures*** represent revenue generated from the municipal court and other punitive actions. Revenue in this category is budgeted at \$2 million, a decrease of \$136,000 (-6%) from the previous year's budget. Actual collections in FY15 total \$1.9 million and represent a -14% decrease from the previous year.

<b>FINES AND FORFEITURES</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$2,126,014	\$1,712,460	\$1,817,775	\$2,022,984	\$2,208,771	\$1,906,144
Gain / (Loss)	(\$82,097)	(\$413,554)	\$105,315	\$205,209	\$185,787	(\$302,627)
% Change	-4%	-19%	6%	11%	9%	-14%



**Intergovernmental revenue** consists of funds earned by the City in exchange for services provided to other local, state, federal and quasi-governmental agencies. Examples of revenue sources include school resource officers at Grapevine-Colleyville ISD facilities and reimbursements from adjacent cities for firefighter mutual aid services. Intergovernmental revenue is budgeted at \$86,482 and represents no increase from the previous year.

**Interest Income** is budgeted at \$38,500. As the sluggish national economy continues, interest rates continue to fall. Actual interest earnings in FY15 were \$55,317.

**Miscellaneous revenue** includes sales of salvage and fixed assets, insurance reimbursements and income from tower and ground communications leases. Income from subrogation of insurance claims is budgeted at \$100,000 and reflects a decrease of \$75,000 from the previous year. Income from tower/ground communications leases is budgeted at \$205,000 and reflects a \$15,000 increase from the previous year. Total miscellaneous revenue is budgeted at \$699,500 for FY16.

**Transfers In** represents those revenues that are transferred from one fund to another as a payment in lieu of Ad Valorem taxation, gross receipts charges, and indirect operating costs. Administrative fees paid to the General fund from the Utility, Convention & Visitors, Lake Enterprise, 4B, Lake Parks and Stormwater Drainage funds total \$3.4 million, a decrease of 1% from the previous year. Transfers to the Debt Service fund for principal and interest payments on debt issued to finance capital improvements of non-General Government funds total \$2.6 million, down from \$4.2 million the previous year. Total General Government transfers in FY16 equal \$9.3 million and represent 12% of revenues.

<b>OPERATING TRANSFERS IN</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Utility Enterprise	1,349,725	1,501,990	1,444,541	1,271,724	1,595,766	1,310,978
Convention & Visitors	2,089,222	2,902,864	2,990,393	3,051,564	3,186,852	3,053,227
Lake Enterprise (Golf)	191,666	199,141	232,120	198,896	110,340	66,394
Stormwater Drainage	336,442	191,532	218,088	205,656	423,444	409,958
General (Cap. Maint)	2,315,000	1,593,160	2,571,500	2,809,000	2,809,000	3,279,000
Lake Parks	156,238	337,132	336,566	327,651	491,497	413,535
4B Transit	244,206	257,059	264,575	272,548	283,450	-
Economic Development	-	-	-	-	-	1,845,383
Court Technology	-	-	22,446	22,722	22,723	-
Crime Control & Prev.	155,800	-	-	-	-	-
Collections	\$6,838,300	\$6,982,877	\$8,080,228	\$8,159,761	\$8,923,072	\$10,378,475
Gain / (Loss)	(\$18,793)	\$144,577	\$1,097,351	\$79,532	\$763,311	\$1,455,403
% Change	-0.3%	2.1%	15.7%	1.0%	9.4%	16.3%

Total income from General Government transfers in FY15 was \$10.3 million and represents an increase of \$1.45 million (16.3%) from the previous year.

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## **Expenditures and Other Financing Uses**

The FY16 adopted budget for General Government funds totals \$80.7 million dollars, an increase of \$1.5 million (2%) from the prior year. General Government net operating expenditures (excluding transfers) are budgeted at \$72 million and represent a 1.4% increase from the previous year.

**Personnel costs** represent the single largest expenditure category, accounting for 36% of all General Government expenditures. Budgeted at \$29.1 million, personnel expenditures are up \$1.5 million (5%) from the prior year's budget.

<b>PERSONNEL COSTS</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Expenditures	\$24,353,769	\$24,433,320	\$24,877,196	\$25,529,272	\$26,375,937	\$26,756,975
Increase / (Decrease)	\$483,214	\$79,551	\$443,876	\$652,076	\$846,665	\$381,038
% Change	2%	0.3%	1.82%	2.62%	3.32%	1.44%

Actual expenditures in FY15 were \$26.7 million and represent an increase of \$381,038 from the previous year. Total authorized positions for FY16 are 387.01 FTE, and reflect an increase of 3.47 from the previous year.

<b>AUTHORIZED POSITIONS GENERAL FUND</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Full-Time Equivalents (FTEs)	351.16	346.85	345.58	345.21	350.25	383.54
Increase / (Decrease)	(5.64)	(4.31)	(1.27)	(0.37)	5.04	33.29
% Change	-1.58%	-1.23%	-0.37%	-0.11%	1.46%	9.50%

**Supplies and Maintenance** are budgeted at \$4.2 million, an increase of 7% from the previous year's budget. Motor vehicle supplies (including gasoline) are budgeted at \$369,500 and represent a decrease of \$54,500 from the FY15 budget. Operating supplies are budgeted at an increase of \$119,000 from the previous year. Expenditures for postage are budgeted to decrease by \$9,500. The City continues to utilize purchasing cooperative agreements with other municipalities and governmental agencies to secure the highest quality supplies at the lowest possible cost. FY15 expenditures totaled \$3.1 million and represented a 13% increase from the previous year. Maintenance costs are composed of \$983,093 of general maintenance in the General fund. Supplies and maintenance represent 5% of total General Government expenditures.

<b>SUPPLIES GENERAL FUND</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Expenditures	\$2,289,944	\$2,300,100	\$2,452,688	\$2,609,645	\$2,776,027	\$3,137,437
Increase / (Decrease)	\$105,659	\$10,156	\$152,588	\$156,957	\$166,382	\$361,410
% Change	4.8%	0.4%	6.6%	6.4%	6.4%	13.0%

**Services** are budgeted at \$10.1 million and represent a \$500,000 increase from the FY15 budget. Professional services, defined as services that by their nature can be performed by persons or firms with specialized skills and knowledge who are non-City employees, represents the largest segment of the category, at \$4.1 million for FY16. Utility costs (electricity/gas/water/telephone) represent the second-largest segment at \$2.6 million, and represent an increase of \$200,000 over the previous year. Actual expenditures in FY15 are estimated to total \$10.3 million, and represent an increase of 6.5% over FY14. Expenditures for services account for 13% of General Government expenditures.

<b>SERVICES</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
<b>GENERAL FUND</b>						
Expenditures	\$7,312,725	\$7,820,066	\$8,095,355	\$8,872,413	\$9,667,751	\$10,293,399
Increase / (Decrease)	\$254,839	\$507,341	\$275,289	\$777,058	\$795,338	\$625,648
% Change	3.6%	6.9%	3.5%	9.6%	9.0%	6.5%

**Insurance Costs**, which include property, casualty and health insurance, are budgeted at \$10.7 million, and represent an increase of \$300,000 from the FY15 budget. Property and casualty (P&C) expenditures are budgeted at \$1.4 million, a decrease of \$65,000 from the prior year. Actual P&C expenditures in FY15 are estimated at \$1.46 million.

Health insurance costs, which include medical, dental, vision, and life coverage, is budgeted at \$9.3 million. Actual costs for FY15 are estimated at \$8.4 million, which represents an increase of \$406,838 (5%) from the previous year. Risk Management continues to actively monitor trends and patterns in healthcare in an attempt to improve plan offerings to employees and to lower costs.

<b>HEALTH INSURANCE</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
<b>GENERAL FUND</b>						
Expenditures	\$8,039,514	\$8,745,052	\$7,052,573	\$7,248,481	\$8,063,163	\$8,470,001
Increase / (Decrease)	\$1,519,174	\$705,538	(\$1,692,479)	\$195,908	\$814,682	\$406,838
% Change	23.3%	8.8%	-19.4%	2.8%	11.2%	5.0%

**Operating Transfers Out** are budgeted at \$8.3 million and includes transfers of \$3 million from the General fund to the Capital Improvement fund for Community Quality of Life projects, \$3.2 million from the General fund to the Capital / Street Maintenance fund, \$200,000 from the General fund to the Streets CIP fund, and \$1.9 million for cash purchase of fleet, capital and technology equipment items. Actual transfers in FY15 were \$8.2 million. Per Council policy, revenues in excess of the 20% balance requirement in the General fund are to be transferred to the Quality of Life CIP fund at fiscal year end.

<b>OPERATING TRANSFERS OUT</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Capital Maintenance	785,000	987,160	1,171,500	1,251,000	1,251,000	1,646,000
Street Maintenance	1,530,000	606,000	1,400,000	1,558,000	1,558,000	1,633,000
CIP / Quality of Life	4,260,000	3,000,000	3,000,000	5,169,886	3,000,000	3,000,000
Equipment Acquisition	429,085	751,507	1,240,301	1,596,650	1,676,000	1,202,000
CCPD Fund	2,003,300	1,500,000	1,500,000	1,300,000	1,000,000	700,000
Economic Development	-	-	-	-	1,000,000	-
CVB Fund	-	-	-	15,041	28,014	-
Grant Fund	-	-	337	1,500	-	-
<b>Total Transfers Out</b>	<b>\$9,007,385</b>	<b>\$6,844,667</b>	<b>\$8,312,138</b>	<b>\$10,892,077</b>	<b>\$9,513,014</b>	<b>\$8,181,000</b>
<b>Increase / (Decrease)</b>	<b>\$519,935</b>	<b>(\$2,162,718)</b>	<b>\$1,467,471</b>	<b>\$2,579,939</b>	<b>(\$1,379,063)</b>	<b>(\$1,332,014)</b>
<b>% Change</b>	<b>6%</b>	<b>-24%</b>	<b>21%</b>	<b>31%</b>	<b>-13%</b>	<b>-14%</b>

**Debt Service** is budgeted at \$14.7 million, and represents a decrease of \$1.3 million from the previous year. The FY16 budget also reflects a planned issuance of \$3 million in certificates of obligation in early 2016 for equipment acquisitions. Debt service costs represent 18% of General Government expenditures, down from 20% the previous year.

<b>DEBT SERVICE</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
<b>Principal &amp; Interest Payments</b>						
General Obligation	\$7,672,721	\$8,090,304	\$6,887,526	\$6,632,771	\$10,078,398	\$11,060,940
Certificates of Obligation	\$3,743,842	\$2,576,944	\$2,145,892	\$1,817,602	\$1,621,232	\$3,454,790
Tax Notes Payable	\$1,236,017	\$1,442,715	\$1,420,449	\$1,397,565	\$1,988,936	\$1,498,202
<b>Total</b>	<b>\$12,652,580</b>	<b>\$12,109,963</b>	<b>\$10,453,867</b>	<b>\$9,847,938</b>	<b>\$13,688,566</b>	<b>\$16,013,932</b>
<b>Increase / (Decrease)</b>	<b>\$394,738</b>	<b>(\$542,617)</b>	<b>(\$1,656,096)</b>	<b>(\$605,929)</b>	<b>\$3,840,628</b>	<b>\$2,325,366</b>
<b>% Change</b>	<b>3.2%</b>	<b>-4.3%</b>	<b>-13.7%</b>	<b>-5.8%</b>	<b>39.0%</b>	<b>17.0%</b>

FY 2015-16 APPROVED OPERATING BUDGET  
FUND 100 - GENERAL

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Ad Valorem Taxes	8,458,736	8,458,046	8,455,854	8,526,389
Sales & Use Taxes	27,769,805	28,226,200	28,809,542	30,195,892
Franchise Fees	6,785,151	6,350,000	6,358,900	6,679,719
Licenses & Permits	1,369,760	1,231,626	1,562,406	1,356,173
Charges for Services	8,577,552	9,265,167	9,728,943	9,860,653
Intergovernmental	83,062	86,482	81,502	86,482
Fines and Forfeitures	2,208,771	2,202,393	1,906,144	2,066,696
Transfers In	3,460,226	3,408,836	2,929,750	3,415,718
Miscellaneous	1,156,783	766,736	888,796	714,500
Total	59,869,846	59,995,486	60,721,838	62,902,222

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	26,375,937	27,601,731	26,756,975	29,130,695
Supplies	2,776,027	3,110,410	3,137,437	3,303,721
Maintenance	935,247	903,053	910,504	983,093
Services	9,667,751	9,626,990	10,293,399	10,171,903
Insurance	9,538,539	10,454,850	9,934,406	10,716,200
Transfers Out	9,513,014	8,181,000	8,181,000	8,385,099
Capital Outlay	106,780	105,808	211,867	62,000
Total	58,913,295	59,983,842	59,425,587	62,752,711

	2013-14	2014-15	2014-15	2015-16	Personnel <sup>(1)</sup>
EXPENDITURES AND PERSONNEL BY PROGRAM:	Actual	Budget	Estimate	Approved	
City Manager	4,292,016	3,911,659	4,782,944	4,005,346	20.00
Mayor & Council	185,426	142,282	121,229	141,715	7.00
City Secretary	359,293	373,312	307,230	385,109	4.00
Human Resources	NA	671,240	711,334	703,059	5.57
Fiscal Services	12,839,530	13,352,926	12,763,430	13,531,346	25.09
Police	1,707,406	1,785,522	1,683,993	1,841,704	16.09
Fire	11,603,833	11,919,443	11,552,039	12,210,592	105.65
Parks & Recreation	8,081,048	8,742,976	8,987,724	10,069,650	97.89
Library	1,690,213	1,746,269	1,553,273	1,752,165	24.92
Public Works	7,305,725	7,838,948	7,427,597	8,369,599	65.82
Development Services	1,235,869	1,318,265	1,254,468	1,357,327	15.00
Permanent Capital & Street Maintenance	2,809,000	3,279,000	3,279,000	3,279,000	NA
Transfer to Equipment Replacement Fund	1,676,000	1,202,000	1,202,000	1,906,099	NA
Transfer to CCPD Fund	1,000,000	700,000	700,000	0	NA
Transfer to Capital Improvement Projects Fund	0	0	0	200,000	NA
Transfer to Convention & Visitors Fund	28,014	0	0	0	NA
Transfer to Grant Fund	0	0	0	0	NA
Transfer to Economic Development Fund	1,000,000	0	0	0	NA
Transfer to Quality of Life Fund	3,000,000	3,000,000	3,000,000	3,000,000	NA
Total	58,913,295	59,983,842	59,425,587	62,752,711	387.01

<sup>(1)</sup> In full-time equivalents

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
GENERAL FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
<b>BEGINNING FUND BALANCE:</b>	11,741,652	11,302,613	12,317,916	12,317,916	13,614,167
<b>OPERATING REVENUE:</b>					
Ad Valorem Taxes	8,494,995	8,458,736	8,458,046	8,455,854	8,526,389
Sales Taxes	24,596,040	26,203,141	26,611,200	27,161,766	28,500,000
Mixed Beverage Taxes	1,158,625	1,566,664	1,615,000	1,647,776	1,695,892
Franchise Fees	6,618,333	6,785,151	6,350,000	6,358,900	6,679,719
Licenses & Permits	1,267,206	1,369,760	1,231,626	1,562,406	1,356,173
Charges for Services	8,986,686	8,577,552	9,265,167	9,728,943	9,860,653
Intergovernmental	100,284	83,062	86,482	81,502	86,482
Fines and Forfeitures	2,022,984	2,208,771	2,202,393	1,906,144	2,066,696
Miscellaneous	1,113,422	1,156,783	766,736	888,796	714,500
<b>Total Operating Revenue</b>	<b>54,358,575</b>	<b>56,409,620</b>	<b>56,586,650</b>	<b>57,792,088</b>	<b>59,486,504</b>
<b>TRANSFERS IN:</b>					
Admin. Fee - Utility Fund	1,271,724	1,595,766	1,814,731	1,310,978	1,850,976
Admin. Fee - CVB Fund	966,247	1,147,952	961,043	1,117,277	963,012
Admin. Fee - Golf Fund	198,896	110,340	118,125	66,394	114,000
Administrative Fee - SDUS Fund	91,668	104,008	104,206	91,223	105,029
Administrative Fee - Lake Parks Fund	0	167,524	159,375	92,521	121,050
Administrative Fee - 4B Fund	272,548	283,450	251,356	251,356	261,651
<b>Total Transfers In</b>	<b>2,801,083</b>	<b>3,460,226</b>	<b>3,408,836</b>	<b>2,929,750</b>	<b>3,415,718</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>57,159,658</b>	<b>59,869,846</b>	<b>59,995,486</b>	<b>60,721,838</b>	<b>62,902,222</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	25,529,272	26,375,937	27,601,731	26,756,975	29,130,695
Supplies	2,609,645	2,776,027	3,110,410	3,137,437	3,303,721
Maintenance	713,363	935,247	903,053	910,504	983,093
Services	8,872,413	9,667,751	9,626,990	10,293,399	10,171,903
Capital Outlay	358,102	106,780	105,808	211,867	62,000
Insurance	8,618,063	9,538,539	10,454,850	9,934,406	10,716,200
<b>Total Operating Expenditures</b>	<b>46,700,859</b>	<b>49,400,281</b>	<b>51,802,842</b>	<b>51,244,587</b>	<b>54,367,612</b>
<b>TRANSFERS OUT:</b>					
To Permanent Capital Maintenance	1,251,000	1,251,000	1,646,000	1,646,000	1,595,000
To Permanent Street Maintenance	1,558,000	1,558,000	1,633,000	1,633,000	1,684,000
To Capital Equipment Acquisition Fund	1,596,650	1,676,000	1,202,000	1,202,000	1,906,099
To Community Quality of Life Fund	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
To Crime Control & Prevention District Fund	1,300,000	1,000,000	700,000	700,000	0
To Economic Development Fund	0	1,000,000	0	0	0
To Capital Improvement Projects Fund	2,169,886	0	0	0	200,000
To Convention & Visitors Fund	15,041	28,014	0	0	0
<b>Total Transfers Out</b>	<b>10,892,077</b>	<b>9,513,014</b>	<b>8,181,000</b>	<b>8,181,000</b>	<b>8,385,099</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>57,592,937</b>	<b>58,913,295</b>	<b>59,983,842</b>	<b>59,425,587</b>	<b>62,752,711</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>(433,279)</b>	<b>956,550</b>	<b>11,644</b>	<b>1,296,251</b>	<b>149,511</b>
<b>ENDING FUND BALANCE:</b>	<b>11,302,613</b>	<b>12,317,916</b>	<b>12,329,560</b>	<b>13,614,167</b>	<b>13,763,678</b>

\* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).

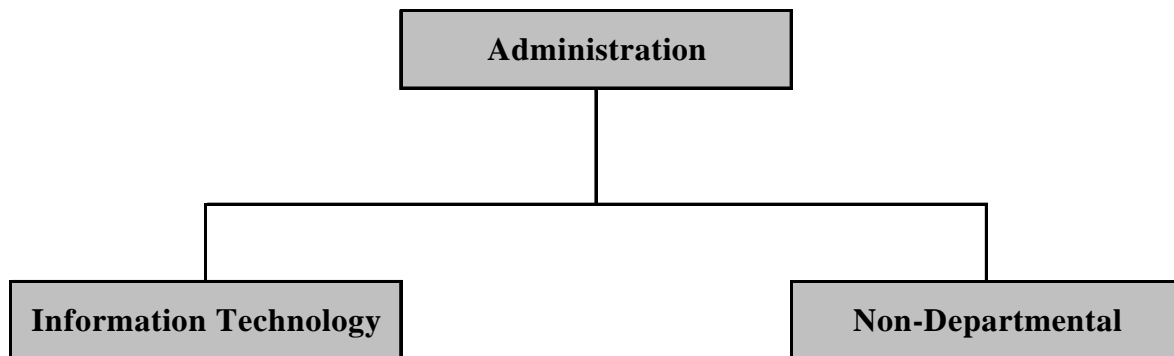
The FY 2015-16 projected Ending Fund Balance represents **25%** of total budgeted expenditures (92 days of operation).

**City Manager**

The City Manager's Office serves as the chief administrative branch for all city operations to implement the goals and policies established by the City Council and apply the Code of Ordinances written in the City Charter.

The Information Technology division operates and maintains the City's data and voice networks. This includes monitoring for performance and failures, planning for growth and disaster recovery, and integrating diverse applications among the user departments. The division consults with user departments on hardware and software needs and handles user requests for repairs and changes.

The Non-Departmental-Administrative division serves as an interdepartmental resource to fund activities and purchases that benefit the entire organization and community. Funds budgeted in Non-Departmental accounts are under the control of the City Manager's office.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of public hearings conducted	60
Number of agenda items	493
Number of ordinances	80
Number of resolutions	92
Number of technology hardware items	863
Value of annual technology replacement program	\$557,000

FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
101 - CITY MANAGER

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Administration	702,983	739,247	706,476	720,088	725,897
Information Technology	1,218,892	1,391,943	1,470,081	1,465,100	1,587,029
Non-Departmental	1,975,671	2,160,826	1,735,102	2,149,022	1,692,420
Non-Departmental - Disaster Recovery	0	0	0	533,985	0
<b>Total</b>	<b>3,897,546</b>	<b>4,292,016</b>	<b>3,911,659</b>	<b>4,868,195</b>	<b>4,005,346</b>

<b><u>CITY MANAGER'S OFFICE</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
City Manager	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Development Manager	1	1	0	0	0
Executive Assistant	1	1	1	1	1
Administrative Secretary	0	0.5	0.5	0.5	0.5
Marketing Manager	0	0	1	1	1
IT Manager	1	1	1	1	1
Asst IT Mgr/Internet Svc Adm	1	1	1	1	1
Network Administrator II	1	1	1	1	1
Enterprise GIS Manager	0	1	1	1	1
IT Customer Service Coordinator	1	1	1	1	1
Network Administrator I	1	1	1	1	1
Lan/Wan Administrator	1	1	1	1	1
Sr. Lan/Wan Administrator	0	0	1	1	1
IT Technician	1	1	1	1	1
IT Technical Support Specialist	0	1	1	1	1
GIS Analyst	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.00</b>	<b>14.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>

<b><u>PART-TIME POSITIONS</u></b>					
IT Assistant	0.98	0.00	0.00	0.00	0.00
Secretary	0.63	0.00	0.00	0.00	0.00
Clerk Typist/Receptionist	0.60	0.00	0.00	0.00	0.00
IT Technical Support Specialist	0.00	0.60	0.60	0.60	0.60
GVU Internship Program	0.00	3.90	3.90	3.90	3.90
<b>TOTAL PART-TIME POSITIONS</b>	<b>2.21</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>

<b>TOTAL CITY MANAGERS OFFICE</b>	<b>15.21</b>	<b>19.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>
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**City Manager - Administration**  
**100-101-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	639,729	674,136	655,783	671,176	685,614
Supplies	16,523	20,597	16,700	15,100	17,200
Maintenance	0	0	0	0	0
Services	46,730	44,515	33,993	33,812	23,083
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>702,983</b>	<b>739,247</b>	<b>706,476</b>	<b>720,088</b>	<b>725,897</b>

**Objectives**

- Maintain the City's technological competitiveness and customer service orientation.
- Continue support of city facility development to accommodate city's growth.
- Continue efforts to coordinate TexRail project implementation.
- Develop and continue different ways to relevantly communicate city news and events.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Newsletters published	6	6	6	6	6
Average response time to citizen telephone and web page inquiries	8 day	4 day	1 day	1 day	1 day
E-news letters published	26	52	52	52	52
Electronic Media Subscribers	NA	NA	20,523	20,523	23,601

**City Manager - Information Technology  
100-101-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	910,482	975,750	1,015,279	1,003,053	1,062,988
Supplies	44,544	43,415	34,000	38,444	52,150
Maintenance	23,438	54,882	82,900	54,300	101,900
Services	240,428	317,896	337,902	369,303	369,991
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,218,892</b>	<b>1,391,943</b>	<b>1,470,081</b>	<b>1,465,100</b>	<b>1,587,029</b>

**Objectives**

- Provide courteous customer service to our department end users.
- Provide technically competent project assistance to all City departments to help in their technical projects.
- Provide courteous professional customer service to all City departments.
- Maintain current network equipment and software keeping patch levels current.
- Provide a secure voice and data network with minimal downtime and good response times.
- Keep network equipment replaced on a consistent schedule.
- Keep infrastructure capacity ahead of increasing demands.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of computer and phone requests completed	NA	1,275	1,200	1,200	1,200
Number of hours spent assisting departments with their projects	NA	1,048	1,200	1,200	900
Number of computers receiving a software patch or service pack	NA	1,042	600	600	600
Number of GIS map requests completed	NA	NA	160	160	160
Number of desktop computers replaced or upgraded	NA	500	90	90	40
Number of server operating system upgrades, physical units replaced, physical units added, and logical servers added	NA	150	100	100	100
Number of LAN and Wireless units added, replaced, and number of new locations designed and implemented	NA	NA	30	30	20

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**City Manager - Non-Departmental  
100-120-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	0	0	0	0	0
Supplies	72,088	53,015	70,000	47,850	70,758
Maintenance	239	6	8,000	3,774	8,000
Services	1,901,634	2,107,805	2,209,137	2,097,399	2,229,169
Capital Outlay	1,710	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,975,671</b>	<b>2,160,826</b>	<b>1,735,102</b>	<b>2,149,022</b>	<b>1,692,420</b>

**Objectives**

- Utilize technology to enhance communications with Grapevine citizens.
- Maintain strong legal services, consulting assistance, legislative support and communication systems throughout the organization.
- Increase exposure and participation in regional, state and national municipal organizations.
- Continue to pursue opportunities for community-based activities such as neighborhood meetings, information sharing and citywide functions.

**Mayor & Council  
100-102-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	83,970	93,384	90,182	83,287	90,765
Supplies	18,665	19,961	16,300	14,229	16,150
Maintenance	0	0	0	0	0
Services	18,390	72,082	35,800	23,713	34,800
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>121,025</b>	<b>185,426</b>	<b>142,282</b>	<b>121,229</b>	<b>141,715</b>

**Objectives**

- Continue to conduct timely and efficient public meetings.
- Continue to strengthen communications with staff, boards and commissions, volunteers and citizens.
- Continue to facilitate positive relations with neighboring communities and other governmental entities.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of public hearings	53	72	55	60	59
Number of ordinances	73	89	60	80	70
Number of resolutions	114	89	90	92	89
Number of agenda items	566	553	500	493	529

<b><u>MAYOR AND COUNCIL</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Mayor	1	1	1	1	1
Council	6	6	6	6	6
<b>TOTAL POSITIONS</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

**City Secretary**

The City Secretary's Office maintains accurate records for the City that are available to the public, City Council and City Staff through a Records Management Program mandated by State law and adopted by City ordinance.

The City Secretary's Office prepares City Council and Planning & Zoning Commission agendas and packets, records and maintains City Council minutes, resolutions and ordinances. This department conducts municipal elections, coordinates City Boards and Commission appointments, issues City alcoholic beverage permits, mobile home permits and door-to-door solicitor permits. The City Secretary serves as the local registrar for birth and death records for the City of Grapevine.

To obtain City of Grapevine information including:

- City Council agendas, minutes, ordinances and resolutions
- Planning & Zoning Commission agendas and minutes
- City Boards and Commission agendas
- Application for appointment to City Boards and Commission
- Application for obtaining certified birth and death records
- How to apply for City alcoholic beverage permits
- Rules, regulations and applications for door-to-door solicitors

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of requests for public information received	10,626
Number of required legal captions published	52
Number of documents scanned within 5 days	248
Number of post-Council documents processed within 2 days	198
Number of birth records processed	3,841
Number of death records processed	810

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FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
103 - CITY SECRETARY

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	292,988	300,539	317,985	272,156	301,126
Supplies	21,615	13,248	21,120	12,967	17,639
Maintenance	0	0	0	0	0
Services	55,504	45,506	34,207	22,107	66,344
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
	<b>370,106</b>	<b>359,293</b>	<b>373,312</b>	<b>307,230</b>	<b>385,109</b>

<b><u>CITY SECRETARY</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
City Secretary	1	1	1	1	1
Assistant City Secretary/Records Manager	1	1	1	1	1
Vital Records Specialist	1	1	1	1	1
Secretary	1	1	1	1	1
<b>TOTAL CITY SECRETARY POSITIONS</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

**City Secretary's Office  
100-103-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	292,988	300,539	317,985	272,156	301,126
Supplies	21,615	13,248	21,120	12,967	17,639
Maintenance	0	0	0	0	0
Services	55,504	45,506	34,207	22,107	66,344
<b>Total</b>	<b>370,106</b>	<b>359,293</b>	<b>373,312</b>	<b>307,230</b>	<b>385,109</b>

**Objectives**

- Conduct City elections in compliance with the City Charter and State law.
- Process accurate City Council actions in a timely manner.
- Maintain accurate birth and death records for Grapevine.
- Respond to customer requests/inquiries in a timely manner.
- Maintain accurate, easily accessible City records in compliance with adopted record retention schedules and administrative policies.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Post-Council meeting documents:					
- Ordinance/Resolution (2 days)	175	163	150	150	160
- Minutes transcribed (2 days)	72	57	29	29	38
- Documents scanned (5 days)	306	293	360	360	278
- Required legal captions published	47	60	60	60	55
Customer Inquiries annually:	11,208	12,349	12,800	12,800	12,153
Open records average process time:					
- Public information (5 days)	349	389	350	350	369
- Birth records					
Newborns/mail (5 days)	3,675	4,025	0	0	0
Walk-in (<1/2 hour)	682	357	0	0	0
- Birth records					
Long form-Walk-in/mail (1 day)	0		3500	3500	4,485
Short form-Walk-in (<1/2 hour)	682		300	300	388
- Death records (<1/2 hour)	927	702	500	500	588
Records management:					
- Manpower hours	299	125.5	125	125	134
- Scan prior year's vital records	100%	100%	100%	100%	100%
- Amount of records eligible for destruction and destroyed by end of the 3rd quarter	339.6 CF	363 CF	500 CF	500 CF	272 CF

**Human Resources**

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The Human Resources Department is responsible for oversight and administration of all job evaluation/classification, wage and salary administration, training and development, recruitment and placement, employee relations, policies and procedures for the City of Grapevine. The department provides the following five essential functions:

1. Human Resources Management – Enforces the City's human resources policies and procedures and Federal mandated regulations including FMLA and ADA as it relates to employment. Provides human resources manual updates as required. Manages human resources recordkeeping and file maintenance of confidential and sensitive information.
2. Training and Development – Offers training and professional development programs to supervisory and general employees on a variety of topics.
3. Salary Administration – Evaluates and maintains salary structure through job evaluation/classification analysis. Surveys
4. Employee Relations – Advises and counsels with supervisors regarding matters relating to employee work performance, grievances and dispute resolution.
5. Recruitment and Placement – Provides multiple avenues for recruitment through job fairs, public employment agencies and the Internet. Oversees employment reference checks and background investigations.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of applications received	15,299
Number of jobs advertised	196
Number of jobs filled	112
Payroll/benefit transactions performed	2,000



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FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
104 - HUMAN RESOURCES

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	510,701	513,644	541,594	506,395	554,852
Supplies	13,610	16,563	20,705	17,073	25,161
Maintenance	0	0	0	0	0
Services	101,338	126,143	108,941	187,866	123,046
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
	<b>625,648</b>	<b>656,349</b>	<b>671,240</b>	<b>711,334</b>	<b>703,059</b>

<b><u>HUMAN RESOURCES</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Human Resources Director	1	1	1	1	1
Human Resources Analyst II	1	1	1	1	1
Human Resources Analyst I	1	1	1	1	1
Human Resources Coordinator	1	1	1	1	1
Human Resources Specialist	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

**PART-TIME POSITIONS**

Human Resources Assistant - PT	0.47	0.47	0.47	0.47	0.47
Clerk Typist/Receptionist and A/P/ Clerk	0.10	0.10	0.10	0.10	0.10
<b>TOTAL PART-TIME POSITIONS</b>	<b>0.57</b>	<b>0.57</b>	<b>0.57</b>	<b>0.57</b>	<b>0.57</b>

<b>TOTAL CITY SECRETARY POSITIONS</b>	<b>5.57</b>	<b>5.57</b>	<b>5.57</b>	<b>5.57</b>	<b>5.57</b>
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**Human Resources**  
**100-104-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	510,701	513,644	541,594	506,395	554,852
Supplies	13,610	16,563	20,705	17,073	25,161
Maintenance	0	0	0	0	0
Services	101,338	126,143	108,941	187,866	123,046
<b>Total</b>	<b>625,648</b>	<b>656,349</b>	<b>671,240</b>	<b>711,334</b>	<b>703,059</b>

**Objectives**

- Advise, counsel and train supervisors on leadership skills, policy interpretation and disciplinary issues so that unemployment claims result from less than 10% of all terminations, employment-related lawsuits result from less than 1% of all terminations, and full-time employee turnover remains below 10%.
- Advertise each full-time vacancy through a minimum of 4 different sources to obtain a diverse application pool of at least 30 candidates on average for the hiring department to select from.
- Provide annual, mandatory training to all new employees on the City's Business Culture Guiding Values and Sexual Harassment prevention.
- Conduct new employee orientation to assimilate new employees into the organization successfully and quickly.
- New employee orientation will be scheduled no later than the third week of employment, on average, with the City.
- Annually survey approximately 40 of Grapevine's benchmark jobs with other Metroplex area cities to maintain competitive salaries, at least at the 50th percentile of the Metroplex market.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Training contacts made with employees/supervisors	175/93	271/167	160/100	160/100	220/140
Applications received annually	14,727	15,300	15,500	15,500	19,000
# of full/part-time new hires processed	36/147	44/136	50/150	50/150	45/125
# of promotions/transfers	24/5	24/3	30/6	30/6	25/20
# of full/part-time resignations/terms processed	38/152	57/132	40/85	40/85	45/115
Orientations held within 3 weeks of hire	95%	80%	80%	80%	80%
Payroll/benefit transactions performed	1,460	1,567	2,000	2,000	2,000
Employee turnover (full-time only)	7.10%	11.51%	8.50%	8.50%	9.10%
Full-time employees per 100 citizens	1.117	1.124	1.150	1.150	1.150
Personnel employees per 100 employees	1.000	0.980	0.940	0.940	0.900
Employees tracked on leave (FMLA, SL Pool, Personal Leave) or on Modified Duty	236	186	250	250	190

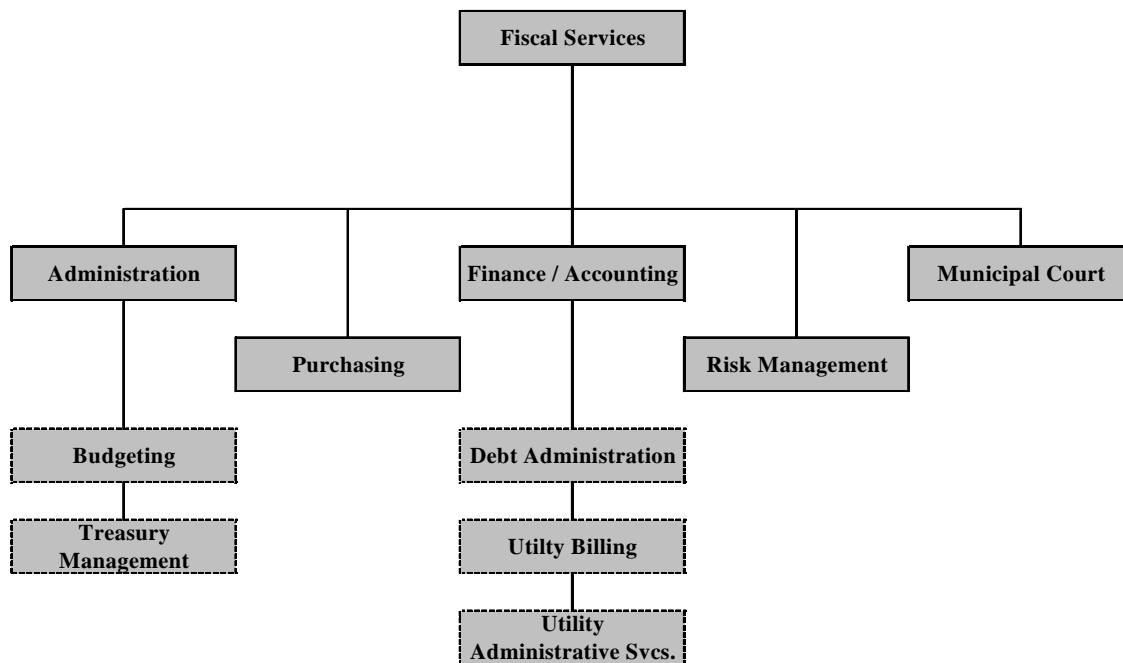


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**Fiscal Services**

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The Fiscal Services Department manages and controls divisions which provide a wide variety of services for the City of Grapevine. Areas of responsibility include accounting, accounts payable, auditing, budget preparation and administration, debt management, investments, municipal court, payroll, purchasing, risk management, taxation and utility billing.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of budget amendments processed	141
Number of amendment line item entries	1,978
City Council agenda memos reviewed and approved	135
Number of municipal court cases filed (DFW Airport and Grapevine)	13,579
Purchasing requisitions reviewed and approved	281
Number of payroll checks processed	19,960

FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
105 - FISCAL SERVICES

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Administration	428,890	502,695	523,249	550,622	510,259
Accounting	823,561	855,201	961,303	910,316	1,016,278
Purchasing	282,770	264,337	273,725	279,315	284,064
Human Resources	625,648	656,349	671,240	0	0
Municipal Court	638,532	622,184	717,926	706,817	681,096
Risk Management	9,051,118	9,938,764	10,876,723	10,316,360	11,039,649
<b>Total</b>	<b>11,850,521</b>	<b>12,839,530</b>	<b>14,024,166</b>	<b>12,763,430</b>	<b>13,531,346</b>

<b>FULL-TIME POSITIONS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>
Administrative Services Director	1	1	0	0	0
Chief Financial Officer	0	0	1	1	1
Controller	1	1	1	1	1
Managing Director of Financial Services	0	1	1	1	1
Management Services Director	0	1	1	1	1
Budget Manager	1	0	0	0	0
Financial Analyst	1	1	1	1	1
GHA Executive Director **	1	1	1	1	1
Administrative Service Coordinator	1	1	1	1	1
Internal Auditor	1	0	0	0	0
Payroll Administrator	1	1	1	1	1
Accountant III	0	2	0	0	0
Accounting Manager	0	0	1.5	1.5	1.5
Sr. Accountant	2	0	1	1	1
Accounting Technician	1	1	1	1	1
Purchasing Agent	1	1	1	1	1
Purchasing Coordinator	1	1	1	1	1
Sr. Warehouse Worker	1	1	1	1	1
Acct Payable Clerk	0.5	0.5	0.5	0.5	0.5
Municipal Court Manager	1	1	1	1	1
Municipal Court Supervisor	1	1	1	1	1
Municipal Court Clerk	3	4	4	4	4
Cashier	1	0	0	0	0
Clerk Typist	1	1	1	1	1
Municipal Court Judge	1	1	1	1	1
Risk Manager	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1
Risk Secretary	0	0	0	1	1
Risk / Wellness Coordinator	1	0	0	0	0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>30.50</b>	<b>29.50</b>	<b>25.00</b>	<b>26.00</b>	<b>26.00</b>

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FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
105 - FISCAL SERVICES

<u>PART-TIME POSITIONS</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Budget Assistant	0.085	0.085	0.085	0.085	0.085
Director of Property and Casualty Projects	0.000	0.480	0.480	0.000	0.000
Risk / Wellness Coordinator	0.000	0.520	0.520	0.000	0.000
<b>TOTAL PART-TIME POSITIONS</b>	<b>0.705</b>	<b>1.655</b>	<b>1.085</b>	<b>0.085</b>	<b>0.085</b>
<b>TOTAL FISCAL SERVICES</b>	<b>31.205</b>	<b>31.155</b>	<b>26.085</b>	<b>26.085</b>	<b>26.085</b>

\*\* Position funded from Grapevine Housing Authority Fund, which is reimbursed by the federal government (HUD).

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**Fiscal Services - Administration**  
**100-105-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	399,546	468,470	480,549	515,532	467,459
Supplies	19,386	24,603	24,800	24,520	25,800
Maintenance	0	0	0	0	0
Services	9,958	9,623	17,900	10,570	17,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>428,890</b>	<b>502,695</b>	<b>523,249</b>	<b>550,622</b>	<b>510,259</b>

**Objectives**

- Facilitate a positive customer service attitude for both internal and external City services.
- Facilitate effective support of operational department activities.
- To oversee effective financial and administrative control systems.
- Publish the Annual Operating Budget and Capital Improvements Plan.
- Publish and maintain timely and accurate financial data online via the City's website.
- Implement and enhance employee health insurance training programs.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Budget Amendment Requests processed	167	138	180	141	180
Wire transfers verified	75	93	80	93	80
Purchasing requisitions reviewed and approved	244	235	250	281	250
Council agenda memos reviewed and approved	147	160	180	135	180
Financial status reports completed	10	9	9	6	9

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**Fiscal Services - Accounting**  
**100-105-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	521,768	542,346	604,379	541,229	629,714
Supplies	19,250	19,556	19,900	15,703	20,600
Maintenance	0	0	0	0	0
Services	282,543	293,299	337,024	353,384	365,964
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>823,561</b>	<b>855,201</b>	<b>961,303</b>	<b>910,316</b>	<b>1,016,278</b>

**Objectives**

- Continue to meet payroll and account payable production with minimal rework and corrections. Staying current on federal and IRS guidelines and apply these standards to the City's accounting system.
- Coordination and assistance to external auditors and final the audit in a manner with prior year's production and workpaper preparations for external auditors.
- Control the disbursement of City funds by monitoring vendor payments to ensure discounts; processing check runs and promoting direct deposit of payroll.
- Ensure adequate internal controls of City assets by reconciling bank and trust statements monthly, and ensure compliance with standards and procedures established by City Charter, City Council and City Manager.
- Review and monitor the budgeted spending in Departments and ensure that they are consistent with City Manager's guidelines on spending and budget management and are in compliance with State, Federal laws and bond guidelines.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of Payroll Checks	20,117	20,400	20,600	20,600	20,900
Number of Accounts Payable Checks Annually/ACH	10,766	11,712	12,000	12,000	13,800

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**Fiscal Services - Purchasing  
100-105-3**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	230,028	237,591	247,775	239,177	256,414
Supplies	2,111	3,288	2,050	2,819	2,150
Maintenance	0	0	0	0	0
Services	50,631	23,458	23,900	37,319	25,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>282,770</b>	<b>264,337</b>	<b>273,725</b>	<b>279,315</b>	<b>284,064</b>

**Objectives**

- Maintain 95% of annual contracts without a gap in service.
- To establish at least 6 new annual contracts.
- Reduce inventory.
- Increase inventory turns.
- Increase the number of solicitations with e-bidding system.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Annual contracts with no gap in service	97%	98%	95%	95%	95%
Number of new contracts established	12	8	6	6	6
Reduce inventory to \$150,000	\$152,523	\$150,000	\$150,000	\$150,000	\$140,000
Increase inventory turns	2.43	3	3	3	3
Increase the number of solicitations utilizing e-bidding system	17	10	15	15	15



**Fiscal Services - Municipal Court  
100-107-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	491,146	444,086	522,026	484,866	482,951
Supplies	19,283	14,965	18,945	15,048	19,945
Maintenance	6,773	7,687	0	2,579	1,000
Services	121,330	155,446	176,955	204,324	177,200
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>638,532</b>	<b>622,184</b>	<b>717,926</b>	<b>706,817</b>	<b>681,096</b>

**Objectives**

- Provide adequate training and cross-training for Municipal Court staff.
- Keep forms updated as laws, policies and procedures change.
- Provide adequate information to the public about their rights in Municipal Court.
- Work closely with the Teen Court Coordinator to assist handling cases in a timely manner.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of cases filed per year with COG	22,030	22,056	25,000	25,000	23,000
Number of cases filed per year with DFW	1,825	1,848	2,000	2,000	2,000
Average number of minutes to process each case	80	20	20	20	20
Average number of minutes to process at window	100	25	25	25	20
Average number of hours to prepare for Jury Trial	16	4	4	4	4
Number of teens requesting Teen Court	221	160	180	180	180

**Fiscal Services - Risk Management  
100-109-1**

<b>Expenditures By Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	272,330	280,373	279,073	202,755	208,549
Supplies	12,888	9,181	12,600	11,126	10,900
Services	147,837	110,672	130,200	130,618	104,000
Capital Outlay	0	0	0	37,455	0
Property & Casualty	1,369,582	1,475,376	1,468,600	1,464,405	1,403,200
Health Insurance	7,248,481	8,063,163	8,986,250	8,470,001	9,313,000
<b>Total</b>	<b>9,051,118</b>	<b>9,938,764</b>	<b>10,876,723</b>	<b>10,316,360</b>	<b>11,039,649</b>

**Objectives**

- Initiate self-funded Workers Compensation Program to reduce costs and effectively manage employee injuries
- Direct the City's self-funded major medical health plan for employees and their families
- Implement new plan design for HSA and HRA programs in the City's self-funded health plan.
- Manage prescription benefit plan.
- Manage and direct expansion of the SIR liability and property protection program.
- Reduce legal and expert witness fees by contracting with excess liability carriers and third parties.
- Provide LTD insurance for employees and their families while stabilizing premiums.
- Provide cost effective life insurance for City employees and their families.
- Continue Citywide HIPAA program and privacy compliance office.

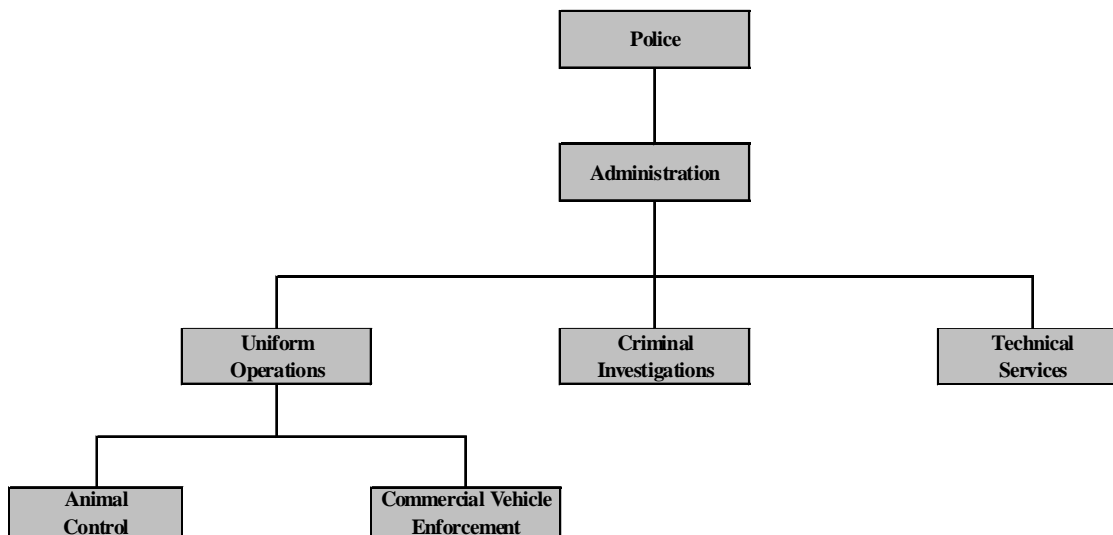
<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Paid liability claims vs. total claims	23%	23%	25%	25%	25%
Recover subrogation revenue	\$219,144	\$220,000	\$200,000	\$200,000	\$100,000
Vehicle accidents	38	40	35	35	40
Fleet accidents as percentage of total fleet	11%	9%	8%	8%	9%
Worker's Compensation:					
Texas Standard premium states rated	\$1,145,600	\$1,112,417	\$1,133,717	\$1,133,717	\$1,250,195
Experience rated discounted premium	\$369,459	\$400,540	\$390,069	\$390,069	\$280,114
Experience rates W/C premium savings	\$776,141	\$711,877	\$743,648	\$743,648	\$970,081
Worker's Compensation Injuries:					
Medical only injuries	36	40	40	40	30
Medical only injuries to total staff	7%	7%	7%	7%	6%
Lost time injuries	21	24	25	25	20
Lost time injuries to total staff	4%	4%	4%	4%	3%



**Police**

The Grapevine Police Department continually strives to provide the citizens of Grapevine as well as visitors to the City with the best possible service that ensures all citizens and visitors a safe and secure environment. The department is organized in the following divisions:

- Administration Includes the Office of the Chief of Police, Community Relations, Internal Affairs, Hiring, Training, Public Information and Volunteers
- Uniform Operations Includes Patrol Operations, Traffic Unit, Animal Control, Jail Operations S.W.A.T. and K9 Operations
- Criminal Investigations Includes of all case investigations plus Evidence & Property Unit, Special Investigative Unit, and Warrant Officers
- Technical Services Includes records, communications and emergency dispatch.
- Commercial Vehicle Enforcement Inspection of commercial vehicles for safety violations and enforcement of regulations to improve the safety of the roadways / freeways within the City limits.



**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of stations	2
Calls for service	58,603
Number of traffic citations issued	16,989
Number of criminal offenses	5,318
Number of patrol units on duty	38
Average response time for all Priority 1 calls	1:53
Average response time for non-emergency calls	5:19
Number of animals impounded	909
Number of animals adopted	353

**NOTE:** Uniform Operations, Criminal Investigations, Technical Services and Commercial Vehicle Enforcement are funded via the CCPD.

FY 2015-16 APPROVED OPERATING BUDGET  
DEPARTMENTAL SUMMARY  
209 - POLICE

GENERAL FUND ONLY					
Expenditures by <u>Division</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
Administration	1,551,629	1,565,919	1,563,606	1,496,064	1,628,724
Animal Control	167,422	141,487	221,916	187,929	212,980
<b>Total</b>	<b>1,719,051</b>	<b>1,707,406</b>	<b>1,785,522</b>	<b>1,683,993</b>	<b>1,841,704</b>

<u>POLICE</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Police Chief	1	1	1	1	1
Assistant Police Chief	1	1	1	1	1
Administrative Manager	1	1	1	1	1
Lieutenant	1	1	1	1	1
Sergeant	3	3	3	3	3
Sr. Officer	4	5	5	4	5
Police Officer	1	0	0	1	0
Community Outreach Center Coord.	0	0	0	0	1
Animal Control Supervisor	1	1	1	1	1
Animal Control Officer	2	2	2	2	2
<b>TOTAL FULL-TIME POSITIONS</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>16.00</b>

<u>PART-TIME POSITIONS</u>					
Animal Control Officer	0.09	0.09	0.09	0.09	0.09
<b>TOTAL PART TIME POSITIONS</b>	<b>0.09</b>	<b>0.09</b>	<b>0.09</b>	<b>0.09</b>	<b>0.09</b>

<b>TOTAL GENERAL FUND POSITIONS</b>	<b>15.09</b>	<b>15.09</b>	<b>15.09</b>	<b>15.09</b>	<b>16.09</b>
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**Police - Administration**  
**100-209-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	1,377,526	1,384,843	1,369,951	1,288,602	1,420,244
Supplies	50,428	74,814	78,725	82,738	91,650
Maintenance	818	1,667	2,850	1,000	2,850
Services	122,857	104,595	112,080	123,724	113,980
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,551,629</b>	<b>1,565,919</b>	<b>1,563,606</b>	<b>1,496,064</b>	<b>1,628,724</b>

**Objectives**

- Increase citizen and community awareness of the police department's function by conducting two citizen's police academy classes annually.
- Increase officer awareness of modern policing techniques through training.
- Conduct a review of all operational guidelines to ensure they are current and relevant.
- Increase community awareness of crime trends and prevention techniques by conducting crime prevention seminars.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Citizen's police academy classes	2	2	2	2	2
Mandate TCLEOSE training requirements for all personnel	100%	100%	100%	100%	100%
Conduct a review of the General Manual and divisional operating procedures	1	1	1	1	1
Conduct crime prevention seminars	200	NA	200	200	200

**Police - Animal Control**  
**100-209-5**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	148,127	119,750	174,866	164,462	166,930
Supplies	15,625	15,419	39,755	19,102	38,710
Maintenance	0	0	0	0	0
Services	3,670	6,318	7,295	4,365	7,340
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>167,422</b>	<b>141,487</b>	<b>221,916</b>	<b>187,929</b>	<b>212,980</b>

**Objectives**

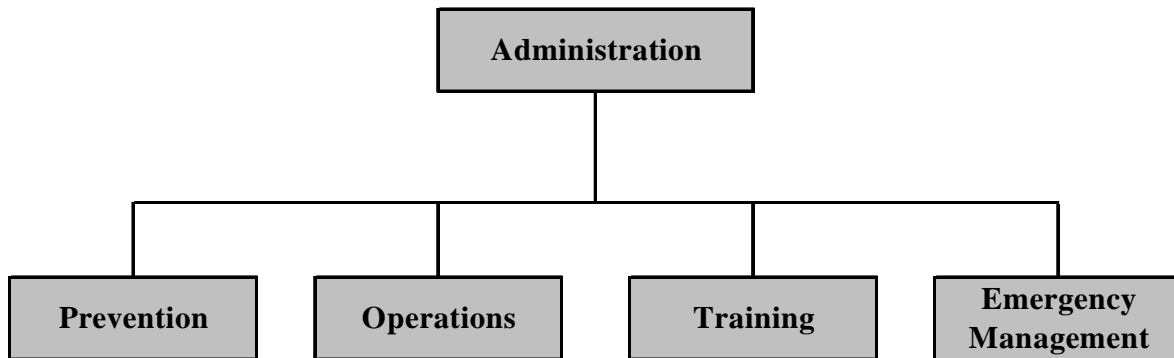
- Provide educational programs to students in the Grapevine-Colleyville Independent School District and local service organizations.
- Provide animal adoption services.
- Provide protective enforcement of City ordinances regulating domestic and wild animals.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of educational presentations delivered	175	100	190	190	100
Number of animals adopted	321	353	350	334	300
Number of animals impounded	1,231	909	1,300	909	1,000

**Fire**

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The Grapevine Fire Department is a team of dedicated professionals providing not only fire suppression functions but also advanced life support Emergency Medical Services, rescue services, fire prevention, public education, fire/arson investigation, hazardous materials response, water rescue, and community emergency management.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of stations	5
Number of fire runs	5,588
Number of EMS runs	4,519
Percentage of emergency incident response time less than 5 minutes	76.6%
Number of fire inspections performed	4,889
Number of fire prevention programs	47
Number of smoke detectors installed	91

FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
210 - FIRE

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Administration	790,738	877,512	859,015	921,538	904,221
Prevention	481,828	595,526	641,587	545,970	651,153
Operations	9,498,163	9,823,217	10,095,179	9,841,398	10,310,678
Training	131,678	162,894	166,411	148,226	177,621
Emergency Management	122,288	144,685	157,251	94,907	166,919
<b>Total</b>	<b>11,024,695</b>	<b>11,603,833</b>	<b>11,919,443</b>	<b>11,552,039</b>	<b>12,210,592</b>

<b><u>FIRE</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Fire Chief	1	1	1	1	1
Deputy Chief	3	3	3	3	3
Assistant Fire Marshal	0	0	1	1	1
Administrative Manager	0	1	1	1	1
Administrative Secretary	1	0	0	0	0
Fire Inspector/Investigator	1	2	2	2	2
Emergency Management Coordinator	1	1	1	1	1
Battalion Chief	3	3	4	4	4
Fire Captain	19	19	18	18	18
Driver/Engineer	18	17	18	18	18
Firefighter/Paramedic	48	49	51	51	51
Firefighter/EMT	3	3	2	2	2
Support Service Technician	1	1	1	1	1
Secretary	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>100.00</b>	<b>101.00</b>	<b>104.00</b>	<b>104.00</b>	<b>104.00</b>

**PART TIME POSITIONS**

Fire Inspectors	0.58	0.58	0.58	0.58	0.58
Fire Inspectors-CAS	0.59	0.59	0.59	0.59	0.59
Emergency Management Intern	0.00	0.00	0.00	0.48	0.48
<b>TOTAL PART TIME POSITIONS</b>	<b>1.17</b>	<b>1.17</b>	<b>1.17</b>	<b>1.65</b>	<b>1.65</b>

<b>TOTAL FIRE POSITIONS</b>	<b>101.17</b>	<b>102.17</b>	<b>105.17</b>	<b>105.65</b>	<b>105.65</b>
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**Fire - Administration**  
**100-210-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	462,519	487,764	464,563	477,212	501,593
Supplies	32,351	64,858	37,000	78,148	45,200
Maintenance	18,747	21,789	22,320	20,000	26,420
Services	277,121	303,101	335,132	346,178	331,008
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>790,738</b>	<b>877,512</b>	<b>859,015</b>	<b>921,538</b>	<b>904,221</b>

**Objectives**

- To increase the effectiveness and efficiency of the administrative functions of the fire department.
- To provide surveys for customer satisfaction.
- Provide opportunities for volunteer activities.
- To provide employee updates concerning new firefighting, rescue, and EMS techniques and enhance intradepartmental communication by use of newsletters, staff/employee meetings, open forum employee meetings, and other written and verbal communication.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Streamline payroll system and reduce the use of paper forms	50%	0%	50%	50%	50%
Promote volunteer opportunities within the fire administration (hours)	2,000	593	1,500	1,500	1,500
Percentage of customer satisfaction surveys returned	55%	110%	80%	80%	50%
Conduct 12 employee meetings	12	12	12	12	12

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**Fire - Prevention  
100-210-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	427,959	529,493	572,660	498,300	582,161
Supplies	31,518	45,000	44,057	29,528	44,322
Maintenance	532	296	750	129	750
Services	14,244	16,734	24,120	18,013	23,920
Capital Outlay	7,575	4,002	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>481,828</b>	<b>595,526</b>	<b>641,587</b>	<b>545,970</b>	<b>651,153</b>

**Objectives**

- Provide fire inspections for businesses, schools and residences.
- Provide fire prevention programs for businesses, educational institutions and the general public.
- Conduct Citizens Fire Academy.
- Install Smoke Detectors.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Fire inspections	4,932	5,176	4,200	4,200	4,500
Fire prevention programs	23	55	75	75	75
Conduct Citizens Fire Academy	1	1	1	1	1
Install Smoke Detectors	304	271	300	300	300

**Fire - Operations  
100-210-3**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	8,704,740	9,158,478	9,311,604	9,102,448	9,593,638
Supplies	516,934	554,608	651,175	606,784	635,000
Maintenance	19,557	34,253	16,800	26,474	17,240
Services	19,642	38,970	66,600	36,811	64,800
Capital Outlay	237,290	36,908	49,000	68,882	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>9,498,163</b>	<b>9,823,217</b>	<b>10,095,179</b>	<b>9,841,398</b>	<b>10,310,678</b>

**Objectives**

- Respond to 90 percent of 9-1-1 calls for emergencies in all first alarm districts within 5 minutes of the call being dispatched.
- Reduce the number of on duty injuries due to fire ground accidents by 60%
- Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Respond to 90% of 911 calls in 1st alarm district in 5 minutes or less	5,156	5,100	5,250	5,250	5,250
Reduce number of on-scene Firefighter injuries by 40%	11	3	3	3	3
Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.	54	50	50	50	50
Perform regular fitness assessments and physical conditioning program for all firefighters	96	94	103	103	102

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**Fire - Training & Career Development**  
**100-210-4**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	0	0	0	0	0
Supplies	1,401	2,416	3,650	1,991	4,150
Maintenance	0	0	0	0	0
Services	130,277	150,261	162,761	146,235	173,471
Capital Outlay	0	10,216	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>131,678</b>	<b>162,894</b>	<b>166,411</b>	<b>148,226</b>	<b>177,621</b>

**Objectives**

- Provide training in accordance with the Texas Commission on Fire Protection.
- Provide training in accordance with the Texas Department of State Health Services
- Provide training in accordance with the NFPA and ISO.
- Provide opportunities for career development and promotional opportunities.
- Provide specialized training for technical rescue personnel.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Provide a minimum of 20 hours TCFP training per firefighter	24	24	20	20	20
Provide a minimum of 36 hours TDH EMS training per firefighter	36	36	36	36	36
Provide training to insure operational readiness of specialized rescue	16	16	16	16	16
Provide leadership classes for current and future officers	16	16	16	16	16

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**Fire - Emergency Management**  
**100-210-5**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	106,214	112,843	110,451	62,389	118,819
Supplies	8,739	8,824	15,300	7,872	13,400
Maintenance	0	12,328	16,700	9,646	16,700
Services	7,336	10,691	14,800	15,000	18,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>122,288</b>	<b>144,685</b>	<b>157,251</b>	<b>94,907</b>	<b>166,919</b>

**Objectives**

- Coordinate planning, training and exercise with the community by working with at least one community partner in development of a plan, presentation of training or development of an exercise.
- Provide emergency management and safety content to local publications at least bi-annually.
- Implement training and exercise plan for identified city staff.
- Complete the update of Emergency Operations Plan and Annexes.
- Test all outdoor warning sirens monthly.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Public Education and Outreach	5	4	4	4	1
Provide content to local publications	NA	NA	NA	NA	2
Implement training and exercise plan	NA	NA	NA	NA	100%
Complete the update of the Emergency Management Plan	100%	100%	100%	100%	100%
Monitor and test warning sirens	100%	100%	100%	100%	100%

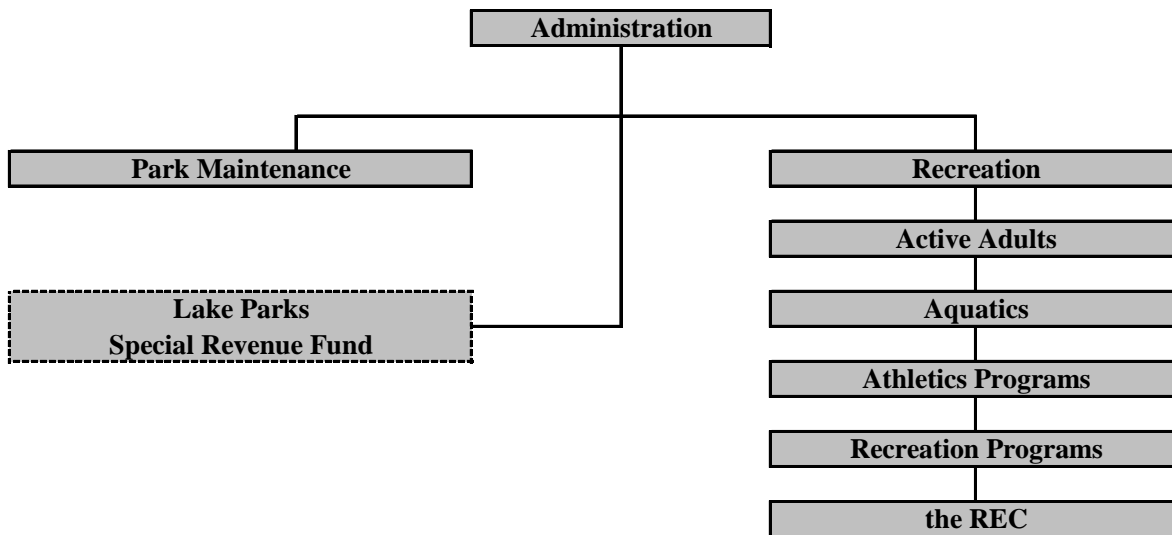


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**Parks and Recreation**

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The Parks and Recreation Department is dedicated to providing quality leisure activities to all Grapevine citizens. Our available resources are Lake Grapevine, the REC, Dove and Pleasant Glade Swimming Pools, Parr and Dove Spraygrounds, more than 26 individual parks, more than 22 miles of hard surface trails, and over 700 acres of park land.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Total Recreation division program registrations	46,712
Total acres maintained (including parks, medians and rights-of-way)	1,522
Number of Active Adult classes/programs/special events offered	967
Number of Active Adult participants (facility users)	24,334
Number of REC fitness room users	103,110
Number of REC memberships (individual and family)	14,811
Number of recreation program registrants (youth and adult)	46,712
Number of athletics league registrants (youth and adult)	15,714
Total public swim attendance	75,245

FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
312 - PARKS AND RECREATION

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Administration	636,474	651,073	557,751	572,076	661,101
Active Adults	372,915	357,587	387,674	376,628	432,926
Park Maintenance	4,030,289	4,411,839	4,470,617	4,279,200	4,714,629
Recreation	533,455	521,719	296,644	307,371	397,754
Aquatics	473,580	504,175	807,331	874,109	1,442,319
Athletics Programs	527,640	541,535	682,980	806,569	795,193
Recreation Programs	351,980	346,884	476,660	533,689	532,126
The REC	517,714	746,237	1,063,319	1,238,082	1,093,602
<b>Total</b>	<b>7,444,047</b>	<b>8,081,048</b>	<b>8,742,976</b>	<b>8,987,724</b>	<b>10,069,650</b>

<b><u>PARKS &amp; RECREATION</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Parks & Recreation Director	1	1	1	1	1
Deputy Parks & Recreation Director	0	0.5	1	1	1
Assistant Parks & Recreation Director	0.5	0	0	0	0
P&R Administrative Coordinator	1	1	1	1	1
Marketing Manager	1	1	0	0	0
Volunteer Services Manager	1	0	0	0	0
Volunteer Services Liaison	0	1	1	1	1
Recreation Superintendent	1	0	0	0	0
Athletic Manager	0	1	1	1	1
Athletic Supervisor	1	0	0	0	0
Event Production Supervisor	0	1	1	1	1
Lake Parks / Events Manager	0	1	0.5	0.5	0.5
Recreation & Senior Programs Supervisor	1	0	0	0	0
Recreation Coordinator	6	8	13	13	13
Reservation Specialist	0	1	1	1	1
CIP and Planning Manager	0	1	1	1	1
Asst. Director of Parks	1	0	0	0	0
Park Manager	1	1	1	1	1
Park Foreman	2	2	3	3	3
Athletics Groundskeeper	1	1	1	1	1
Parks Crew Leader	2	2	2	2	2
Aquatics Tech Coordinator	0	0	1	1	1
Equipment Operator I	4	4	4	4	4
Holiday & Irrigation Contract Coord.	0	1	1	1	1
Irrigation Technician II	2	1	1	1	1
Irrigation Technician I	1	2	2	2	2
Horticulturalist	1	1	1	1	1
Crew Worker	5	5	4	4	4
Lead Recreation Specialist	1	1	0	0	0
Sr. Center Supervisor	0	1	1	1	1
Asst. Senior Programs Supervisor	1	0	0	0	0
Recreation Facilities Manager	0	1	1	1	1
Recreation/Aquatic Supervisor	1	0	0	0	0
Recreation Supervisor	0	0	1	1	1
Aquatics Supervisor	0	0	1	1	1
Aquatics Tech Coordinator	0	0	0	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>36.50</b>	<b>40.50</b>	<b>46.50</b>	<b>47.50</b>	<b>47.50</b>

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FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
312 - PARKS AND RECREATION

<u>PART-TIME POSITIONS</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Crew Worker (Seasonal)	2.810	0.581	0.581	0.581	0.581
Secretary	0.75	0	0	0	0
Recreation Coordinator	0.500	0.502	0.340	0.340	0.340
RCA I	2.624	2.212	2.437	2.437	2.437
RCA II	7.514	7.328	12.690	12.690	12.690
RC	0.500	0.500	0.500	0.500	0.500
Intern	0.000	0.000	0.000	0.000	0.000
Recreation Specialist	4.718	2.919	1.563	1.563	1.563
Bus Driver	0.980	0.980	0.980	0.980	0.980
Pool Manager	0.957	0.957	0.957	0.957	0.957
Assistant Pool Manager	0.980	0.980	0.980	0.980	0.980
Learn to Swim Coordinator	0.520	0.520	1.241	1.241	1.241
Swim Lesson Instructor	0.395	0.395	0.395	0.395	0.395
Swim Lesson Aide	0.352	0.352	0.352	0.352	0.352
Lifeguard	5.043	6.705	25.705	25.705	25.705
Cashier	0.837	1.668	1.668	1.668	1.668
<b>TOTAL PART-TIME POSITIONS</b>	<b>29.481</b>	<b>26.599</b>	<b>50.390</b>	<b>50.390</b>	<b>50.390</b>
<b>TOTAL GENERAL FUND</b>	<b>65.981</b>	<b>67.099</b>	<b>96.890</b>	<b>97.890</b>	<b>97.890</b>



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**Parks & Recreation - Administration**  
**100-312-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	487,796	476,670	344,751	319,738	364,601
Supplies	49,594	53,984	58,000	81,852	75,000
Maintenance	0	0	0	0	0
Services	99,084	120,419	155,000	170,486	221,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>636,474</b>	<b>651,073</b>	<b>557,751</b>	<b>572,076</b>	<b>661,101</b>

**Objectives**

- Optimize resources and budget to maximize citizens exposure to parks and leisure services in Grapevine.
- Promote health, fitness, wellness, and lifelong learning members of The REC and the surrounding communities.
- Employ all resources available to be the premier Parks and Recreation Department in the State of Texas.
- Develop relationships with community partners and sponsors to provide opportunities for cultural awareness, environmental education/stewardship to kids of all ages.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Grant dollars Approved	\$265,000	\$20,000	\$1,000,000	\$1,000,000	\$1,800,000
Sponsorship dollars secured	\$25,250	\$57,745	\$50,000	\$50,000	\$50,000

**Parks & Recreation - Active Adults**  
**100-312-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	315,747	302,916	315,624	319,157	355,826
Supplies	46,157	43,576	60,400	47,249	62,000
Maintenance	0	0	0	0	0
Services	11,010	11,095	11,650	10,222	15,100
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>372,915</b>	<b>357,587</b>	<b>387,674</b>	<b>376,628</b>	<b>432,926</b>

**Objectives**

- Provide those 55 & better with relevant program, field trip, class and event opportunities that account for the generational differences in interest and ability within this segment of the population.
- Foster community, quality-of-life and independence for those 55 & better in the City of Grapevine.
- Build relationships with community partners that have an interest in cultivating current and future services available to Active Adults.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Customer surveys completed / satisfaction rate	207/99.24%	216 / 98.4%	150 / 95%	150 / 95%	250 / 95%
Number of special events, classes and programs offered / made	1083/1044	1023 / 996	800 / 750	800 / 750	1,200 / 1,116
Average number of daily riders in City vehicles	50	57	55	55	65
Senior Mover trips requested / provided	380/345	340 / 339	400 / 375	400 / 375	400 / 375
Persons registered for Active Adult programs	27,447	26,176	20,000	20,000	30,000
Average number of daily meals served	NA	NA	NA	NA	50
Volunteer hours worked	4,582	3,699	4,000	4,000	4,000

**Parks & Recreation - Park Maintenance**  
**100-312-3**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	1,160,129	1,101,620	1,206,117	1,118,547	1,364,049
Supplies	192,369	234,474	211,100	229,317	244,400
Maintenance	185,361	219,627	204,500	192,459	206,000
Services	2,475,003	2,856,118	2,848,900	2,714,852	2,900,180
Capital Outlay	17,427	0	0	24,025	0
<b>Total</b>	<b>4,030,289</b>	<b>4,411,839</b>	<b>4,470,617</b>	<b>4,279,200</b>	<b>4,714,629</b>

**Objectives**

- To provide well maintained, safe, age appropriate ADA accessible playgrounds, fields, and recreation areas for people of all ages to use for recreation and leisure.
- Provide environmentally focused outreach and community engagement activities for a diverse demographic.
- Pursue grants to develop and maintain sustainable landscaping and medians to enhance the beautification of parks, roadways, and facilities.
- Develop messaging and practices both internally and externally to support recycling, conservation, and sustainability efforts. Increase community partnerships with organizations willing to promote and support environmental stewardship.
- Maximize a volunteer-based workforce to promote a "Cleaner, Greener, Grapevine" in coordination/cooperation with Keep Grapevine Beautiful and the Solid Waste Program.
- Increase community awareness of the Botanical Gardens at Heritage Park.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of classes, programs, & events offered/made	N/A	N/A	N/A	N/A	60/ 48
Number of Botanical Gardens patrons	N/A	N/A	N/A	N/A	15,000
Total acres maintained	1,662	1,662	1,677	1,677	1,677
Total acres under irrigation	210	210	225	225	225
Playgrounds maintained	36	37	37	37	37
ADA / CPSC playgrounds retrofitted	3	2	2	2	2
Facility / median landscapes enhanced	6	8	5	5	5
Customer satisfaction rate	100%	100%	100%	100%	100%
Man hours per non-department events	4,500	4,600	4,600	4,600	4,600
Grant dollars sought/awarded	\$161,469	\$320,248	\$349,332	\$349,332	\$300,000
Number of area adopted by citizens	279	75	75	75	80
Volunteer hours/value of hours	17,255	7,833	15,000	15,000	1,200 / \$30,000

**Parks & Recreation - Recreation**  
**100-312-4**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	451,797	439,588	214,144	185,800	216,254
Supplies	37,014	30,151	35,500	51,032	60,250
Maintenance	37	0	0	290	0
Services	44,607	51,980	47,000	70,249	121,250
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>533,455</b>	<b>521,719</b>	<b>296,644</b>	<b>307,371</b>	<b>397,754</b>

**Objectives**

- Provide and maintain premier places for residents and businesses to host meetings, birthday parties, and corporate functions.
- Provide holiday event experiences for the City of Grapevine that will provide opportunities for economic development.
- Provide recreation/community events as quality of life opportunities.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Total Community Events Participation (Rev/Non-Rev)	74,059	60,428	70,000	70,000	16,000
Overall division customer satisfaction rate	98.30%	97.34%	96.00%	96.00%	96.00%
Number of indoor facility rentals/Total Hours rented	380 / 1,300.75	712 / 1,801.25	600/1,500	600/1,500	615/1,600
Number of lake park pavilion rentals/Total hours rented	131 / 1,662	192 / 2,153	80/900	80/900	100/1,400
Number of park pavilion rentals/Total hours rented	419 / 2,217	780 / 2,911.5	400/1,200	400/1,200	420/2,000

**Parks & Recreation - Aquatics**  
**100-312-5**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	329,639	346,755	633,231	675,015	1,142,869
Supplies	80,407	96,738	98,100	125,828	160,200
Maintenance	14,068	12,468	18,000	18,002	20,000
Services	49,466	48,214	58,000	55,265	119,250
<b>Total</b>	<b>473,580</b>	<b>504,175</b>	<b>807,331</b>	<b>874,109</b>	<b>1,442,319</b>

**Objectives**

- Promote water safety for both youth and adults by providing opportunities for community education and training.
- Offer a diverse selection of aquatic fitness opportunities for those of all abilities and ages.
- To register at least 1,500 people in the Learn To Swim program.
- Provide quality aquatic facilities that foster community and encourage "kids of all ages" to enjoy the health benefits of aquatic play year round.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Total public swim attendance	48,680	46,120	60,000	60,000	75,000
Learn To Swim participants	1,482	1,139	1,500	1,500	2,000
Special event attendance	547	415	1,000	1,000	1,250
Customer surveys / satisfaction rate	480 / 98.2%	57 / 95.78%	475 / 96%	475 / 96%	475 / 96%
Swim team participants	185	123	170	170	170
Aquatic fitness class registrants	141	72	300	300	400
Semi-private classes offered/made	204 / 195	180 / 164	225 / 200	225 / 200	250 / 225
Number of private lessons	118	65	120	120	150
Active Adult fitness class programs/participants	NA	NA	NA	NA	200

**Parks & Recreation - Athletics Programs**  
**100-312-6**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	35,549	55,571	240,540	216,733	310,810
Supplies	65,221	61,398	64,380	112,749	70,678
Maintenance	630	410	2,980	1,600	2,980
Services	426,239	424,155	375,080	475,487	410,725
<b>Total</b>	<b>527,640</b>	<b>541,535</b>	<b>682,980</b>	<b>806,569</b>	<b>795,193</b>

**Objectives**

- Provide a safe, fun, & competitive learning experience through leagues, classes, and camps.
- Foster working relationships and partnerships with local school districts, civic groups, co-sponsored youth associations and other entities to provide quality athletic programming opportunities to the community.
- Provide opportunities for local, state, and national tournaments to bring in players and spectators which bring economic impact to the City of Grapevine.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Athletic leagues / youth registrants	7 / 6,126	7 / 6,250	7 / 5,500	7 / 5,500	7/6,000
Athletic leagues / adult registrants	19 / 9,588	20 / 9,248	18 / 10,000	18 / 10,000	18/10,250
Sport camps / youth registrants	7 / 273	6 / 297	6 / 250	6 / 250	6 / 300
Community Camps - Outreach	NA	NA	NA	NA	3/75
Tennis Classes/youth registrants	450	285	550	550	575
Tennis classes/adult registrants	61	56	160	160	170
Customer satisfaction rate	6 / 93%	6 / 92%	10 / 96%	10 / 96%	10 / 96%
Percent of cost recovery	131%	130%	110%	110%	110%
Co-Sponsored association program registrants	5,633	5,100	4,200	4,200	4,200
Number of tournaments offered/teams registered	25 / 1,333	27 / 972	27 / 861	27 / 861	27/861

**Parks & Recreation - Recreation Programs**  
**100-312-7**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	36,603	15,189	52,510	63,607	64,326
Supplies	51,945	61,863	78,700	101,134	125,500
Services	263,432	269,833	345,450	368,948	342,300
Capital Outlay	0	0	0	0	0
<b>Total</b>	<b>351,980</b>	<b>346,884</b>	<b>476,660</b>	<b>533,689</b>	<b>532,126</b>

**Objectives**

- Provide a variety of classes and programs that allow students to explore educational opportunities, participate in fitness classes and gain experience in the fine arts.
- Reach the financial goals for recreation programs as established in The REC of Grapevine business plan that was approved by council in 2012.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Youth registered in programs at The REC	14,038	6,838	11,000	11,000	15,000
Adults registered in programs at The REC	12,963	9,773	10,000	10,000	14,000
Number of customer surveys returned/satisfaction rate	95 / 97.31%	99 / 98.41%	200 / 96%	200 / 96%	200 / 96%
Number of classes offered/number made	644 / 546	324 / 278%	700 / 575	700 / 575	700 / 581
Cost recovery	170.00%	153.00%	140.00%	140.00%	140.00%
Class success rate	86.00%	82.00%	83.00%	83.00%	83.00%
Gross program revenue	NA	NA	NA	NA	\$1,000,000

**Parks & Recreation - The REC**  
**100-312-8**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	437,105	440,016	702,361	782,842	847,602
Supplies	54,055	43,938	111,150	186,915	105,000
Maintenance	5,448	5,676	10,000	9,167	21,000
Services	21,106	210,920	194,500	259,158	58,000
Capital Outlay	0	45,688	45,308	0	62,000
<b>Total</b>	<b>517,714</b>	<b>746,237</b>	<b>1,063,319</b>	<b>1,238,082</b>	<b>1,093,602</b>

**Objectives**

- Achieve regional and national recognition for The REC of Grapevine as the standard for multi-generational construction and operations.
- Maximize facility usage by encouraging various forms of active and passive recreation through planned and independent activities.
- Achieve the membership and revenue goals as established in The REC of Grapevine business plan that was approved by council in 2012.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Customer surveys / satisfaction rate	98	94.6%	200 / 96%	200 / 96%	200 / 96%
Citizen request forms received / responded to within 24 hours	18	40	20	20	25
Average facility users per hour	130	71.7	70	70	100
Family memberships	4,677	2,731	2,000	2,000	6,880
Individual memberships	2,852	2,502	2,500	2,500	4,300
Retention rate	51%	39%	50%	50%	50%
Classroom occupancy rate	25%	19%	20%	20%	20%
Annual number of track users	27,356	17,301	20,000	20,000	25,000
Annual number of fitness room users	80,935	77,839	70,000	70,000	100,000
Annual number of racquetball users	8,819	3,143	0	0	11,000
Annual number of open court users	42,776	14,948	0	0	43,000
Gross membership revenue	NA	NA	NA	NA	\$1,339,900



**Library**

The Library provides access to information, cultural resources and opportunities for personal growth and enrichment in the most efficient and effective way possible.

In the Adult Services area you can find selected bibliographies, read book reviews submitted to our website, and submit your own book review. You can also find out information about upcoming events at the Library, request Interlibrary loans and find links to databases such as the Reference USA for business and residential information and online newspaper indexes.

In the Genealogy Room there is an extensive collection of books, CD-ROMs, databases, microfilm, and a host of other resources to encourage researchers in the discovery and documentation of their ancestors. The focus is on Texas and the South, but other areas of the country are being built up as researchers' interest indicates.

The children's collection contains classic and current favorites for all ages, from picture books to beginning readers to chapter books. We also have an extensive non-fiction collection containing a wealth of information for anyone with a homework assignment or just a curious mind. New books, Newbery and Caldecott award winners, Bluebonnet books, and reference volumes are prominently displayed for the convenience of our patrons, and recommended reading lists are available at the Children's Desk.

The Teen Zone is an area of the Grapevine Public Library specifically created for teens. Books on the Lone Star and Tayshas reading lists are prominently displayed just below the library's collection of new fiction for teens. The library subscribes to numerous teen magazines, such as Teen People, Electronic Gaming Monthly, and Seventeen. There are also two computers with databases, word processing, and internet access for those with library cards or with parental permission for temporary computer access.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of volumes	252,227
Annual circulation	301,522
Number of materials purchased	11,000
Number of reference questions answered	9,530
Electronic database usage	156,903
Average waiting time to check out materials (minutes)	2

FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
313 - LIBRARY

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	1,271,661	1,277,377	1,368,874	1,187,053	1,363,120
Supplies	277,840	362,906	325,000	311,047	337,410
Maintenance	1,000	730	1,000	1,000	1,000
Services	57,835	49,200	51,395	54,172	50,635
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,608,336</b>	<b>1,690,213</b>	<b>1,746,269</b>	<b>1,553,273</b>	<b>1,752,165</b>

<b><u>LIBRARY</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Library Director	1	1	1	1	1
Library Manager	1	1	1	1	1
Librarian II	6	5	4	4	4
Library Technician	1	1	1	1	1
Circulation Services Librarian	1	1	1	1	1
Acquisition Assistant	1	1	1	1	1
Children's Assistant Librarian	1	1	1	1	1
Library Assistant	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.00</b>	<b>12.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

<b><u>PART-TIME POSITIONS</u></b>					
Children's Assistant Librarian	0.475	0.475	0.475	0.475	0.475
Librarian I	0.050	0.050	0.050	0.050	0.050
Librarian II	0.500	1.853	2.853	2.853	2.853
Library Technician	0.664	0.664	0.664	0.664	0.664
Library Assistant	8.073	7.498	7.498	7.498	7.498
Library Aide	2.375	2.375	2.375	2.375	2.375
<b>TOTAL PART-TIME POSITIONS</b>	<b>12.14</b>	<b>12.92</b>	<b>13.92</b>	<b>13.92</b>	<b>13.92</b>

<b>TOTAL LIBRARY POSITIONS</b>	<b>25.14</b>	<b>24.92</b>	<b>24.92</b>	<b>24.92</b>	<b>24.92</b>
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**Library - Administration**  
**100-313-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	1,271,661	1,277,377	1,368,874	1,187,053	1,363,120
Supplies	277,840	362,906	325,000	311,047	337,410
Maintenance	1,000	730	1,000	1,000	1,000
Services	57,835	49,200	51,395	54,172	50,635
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,608,336</b>	<b>1,690,213</b>	<b>1,746,269</b>	<b>1,553,273</b>	<b>1,752,165</b>

**Objectives**

- Provide patrons remote access to downloadable materials
- Provide homework assistance for children and young adults.
- Provide expanded resources in the Genealogy area.
- Provide teen volunteers opportunities in all departments.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Average waiting time to check out materials (minutes)	3	3	3	3	2
Reference questions answered	13,190	12,032	12,000	12,000	11,500
Number of materials purchased	9,066	11,225	10,000	10,000	12,000
Percent of first time checkouts on Express Check	97%	97%	98%	198%	98%
Electronic database usage	129,639	139,251	160,000	160,000	150,000

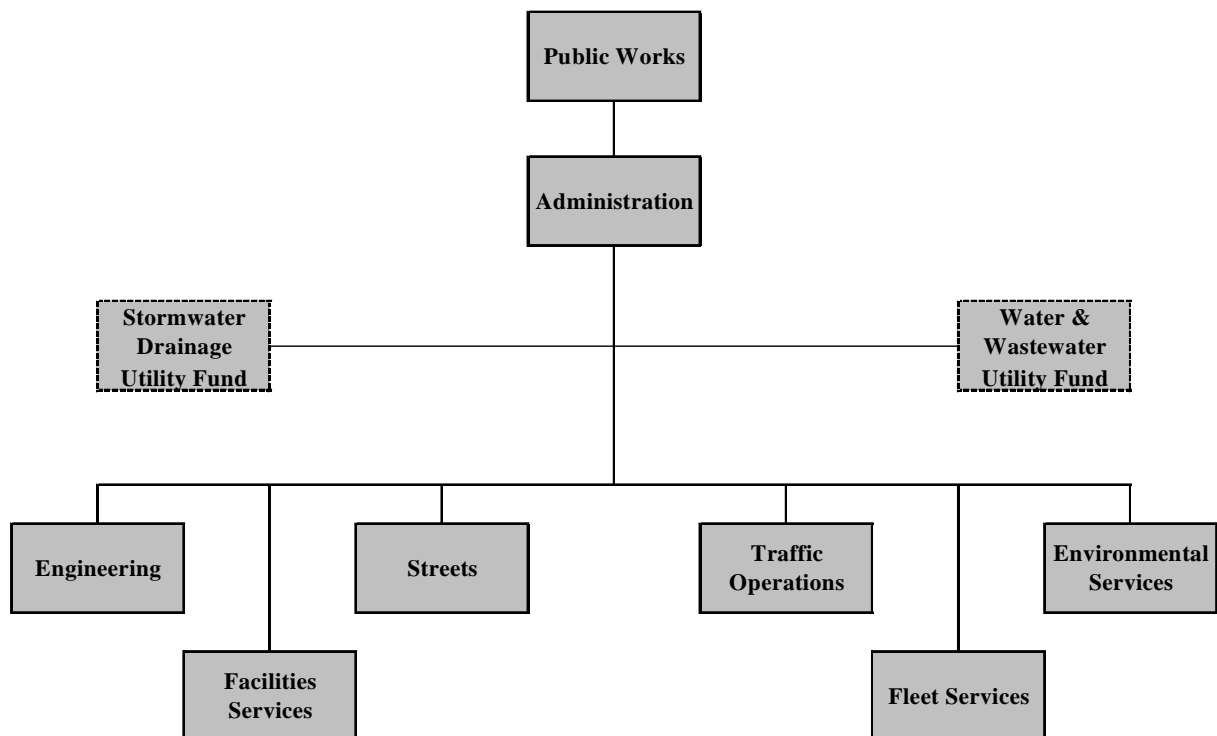
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**Public Works**

The Public Works Department is responsible for protecting the public welfare through the maintenance, design and construction of the following:

- City Streets
- City Fleet
- City Buildings
- Water Distribution & Treatment Facilities
- Traffic Signals
- Wastewater Collection & Treatment Facilities
- Environmental & Hazardous Waste



**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of plats processed	35
Square yards of overlay completed	82,202
Square feet of concrete rehabilitated	15,706
Number of blocks crack-sealed	133
Linear feet of water lines constructed	7,965
Linear feet of wastewater lines constructed	7,119
Number of facilities maintained	96
Facilities maintenance major work orders completed	6,937
Non-Emergency work orders completed within seven working days	97%
Average number of fleet maintenance work orders completed monthly	283

FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
415 - PUBLIC WORKS

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Administration	387,707	388,370	418,458	395,279	423,345
Engineering	807,601	789,227	831,885	758,651	852,963
Streets	1,525,991	1,613,375	1,618,846	1,491,247	1,654,828
Traffic	1,160,017	1,033,512	1,112,503	1,088,374	1,183,313
Environmental Services	297,712	332,704	366,541	335,143	379,519
Facilities Services	1,748,063	1,699,832	1,880,327	1,862,650	2,270,993
Fleet Services	1,426,541	1,448,705	1,610,388	1,496,252	1,604,638
<b>Total</b>	<b>7,353,633</b>	<b>7,305,725</b>	<b>7,838,948</b>	<b>7,427,597</b>	<b>8,369,599</b>

<b><u>PUBLIC WORKS</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Public Works Director	0.5	0.5	0.5	0.5	0.5
Administrative Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Deputy Director Public Works	0.5	0.5	0.5	0.5	0.5
Devl Engineer Construction Mgr	1	1	1	1	1
Senior Civil Engineer	0.5	0.5	0.5	0.5	0.5
Chief Construction Inspector	1	1	1	1	1
Construction Inspector II	1	1	1	1	1
Engineering Technician	2	2	2	2	2
Assistant PW Director/Operations	0.5	0.5	0.5	0.5	0.5
WO System Data Coordinator	0.5	0.5	0.5	0.5	0.5
Street/Drainage Manager	1	1	1	1	1
Street Foreman	2	2	2	2	2
Equipment Operator III	2	2	2	2	2
Crew Leader	3	3	3	3	3
Equipment Operator II	3	4	4	4	4
Equipment Operator I	8	7	7	7	7
Traffic Engineer	0	0	1	1	1
Transportation Engineer	0	1	0	0	0
Transportation Manager	1	0	0	0	0
Traffic Operations Manager	1	1	1	1	1
Traffic Supervisor	2	2	2	2	2
Signal Tech Apprentice	0	1	1	1	1
Signal Tech II	1	1	1	1	1
Signal Tech I	2	1	1	1	1
Traffic Tech I	2	2	2	2	2

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FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
415 - PUBLIC WORKS

<b><u>PUBLIC WORKS (continued)</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Facility Services Manager	1	1	1	1	1
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
Facilities Services Foreman	1	1	1	1	1
Sr. Building Maintenance Technician	2	2	2	2	2
Building Maintenance Technician II	3	3	3	3	3
Building Maintenance Technician I	2	2	2	2	2
Environmental Manager	1	1	1	1	1
Environmental Spec II	2	2	2	2	2
Fleet Services Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Fleet Services Foreman	1	1	1	1	1
Fleet Warehouse Coordinator	1	1	1	1	1
Master Mechanic	5	5	5	5	5
Fleet Training Coordinator	1	0	0	0	0
Journeyman Mechanic	0	1	1	1	1
Fleet Worker	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>61.00</b>	<b>61.00</b>	<b>61.00</b>	<b>61.00</b>	<b>61.00</b>
PART-TIME POSITIONS					
Director of Transportation Projects	0.48	0.48	0.48	0.48	0.48
Civil Engineer	1.10	1.10	1.10	1.10	1.10
GIS Engineer Coordinator	0.60	0.00	0.00	0.00	0.00
GIS Engineer Tech	0.24	0.24	0.24	0.24	0.24
Laborer (Summer)	2.10	2.10	2.10	2.10	2.10
Secretary	0.90	0.90	0.90	0.90	0.90
<b>TOTAL PART-TIME POSITIONS</b>	<b>5.42</b>	<b>4.82</b>	<b>4.82</b>	<b>4.82</b>	<b>4.82</b>
<b>TOTAL PUBLIC WORKS POSITIONS</b>	<b>66.42</b>	<b>65.82</b>	<b>65.82</b>	<b>65.82</b>	<b>65.82</b>

**Public Works - Administration**  
**100-415-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	343,025	339,547	354,118	350,422	361,535
Supplies	15,570	15,581	17,400	15,167	17,400
Maintenance	0	0	0	532	0
Services	29,111	33,241	46,940	29,158	44,410
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>387,707</b>	<b>388,370</b>	<b>418,458</b>	<b>395,279</b>	<b>423,345</b>

**Objectives**

- Support Development in the City including Gaylord Hotel & CC Expansion on Corps Property.
- Hudgins Street Construction Project Completion.
- Promote Water Conservation and Explore Means to Conserve Water in Public Works Operations
- Maintain an active role in design and construction of FM 2499 by the DFW Connector Project CDA Team to insure that the interests of the City are protected.
- Take an active role in planning for the 185 acres owned by City in NE Grapevine.
- Maintain our current Water and Wastewater Treatment quality while pursuing means to improve on both.
- Stay abreast of TCEQ regulations and their impacts on our systems.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Citizen / Business Owner meetings - DFW Connector Corridor/FM 2499	8	8	4	4	4
Design and construct private / public thoroughfares serving developments	0	0	0	0	1
Assist in ROW & Easement acquisition for DFW Connector Corridor	4	2	0	0	1
Address Corps Issues - Gaylord Expansion	1	1	1	1	1
Hudgins Street Construction Completion	NA	NA	1	1	1

**Public Works - Engineering**  
**100-415-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	784,592	759,097	790,645	731,179	806,914
Supplies	6,945	9,136	10,371	10,379	10,371
Maintenance	0	0	0	0	0
Services	16,064	20,994	30,869	17,093	35,678
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>807,601</b>	<b>789,227</b>	<b>831,885</b>	<b>758,651</b>	<b>852,963</b>

**Objectives**

- Review plat submittals promptly to provide responsive service to the developer.
- Review private development construction plans promptly to provide responsive service to the developer.
- Develop successful Capital Improvement Plan projects through detailed construction plans and meeting project design schedules.
- Ensure quality construction, reduce future maintenance costs, and maintain construction schedules of CIP projects through dedicated inspection and construction management.
- Ensure that CIP projects remain within allocated funding through detailed budget preparation, payment review, cost projection and records maintenance.
- Minimize response time for the public and respond to requests for information in a timely manner.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Pavement constructed (square yards)	6,580	27,584	6,500	6,500	6,500
Water line constructed (linear feet)	4,554	24,518	5,100	5,100	10,200
Wastewater line constructed (linear feet)	8,458	28,686	8,200	8,200	10,300
Storm drain line constructed (linear feet)	8,344	14,465	3,600	3,600	3,600
Sidewalk constructed (square feet)	14,086	34,540	32,500	32,500	24,000
Plats processed	36	44	26	26	30
Design contracts awarded	3	3	2	2	3
WTP Rehab / Update Projects	NA	NA	0	0	0
WWTP Rehab / Update Projects	NA	NA	1	1	1
Elevated Storage Tank Rehab / Update	NA	NA	0	0	1
Lift Station Upgrades	NA	NA	1	1	0



**Public Works - Streets**  
**100-415-3**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	1,180,125	1,280,611	1,279,208	1,180,868	1,302,959
Supplies	143,740	150,454	150,500	126,801	125,500
Maintenance	1,291	1,335	4,000	3,633	4,000
Services	175,005	180,976	185,138	176,695	222,369
Capital Outlay	25,831	0	0	3,250	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,525,991</b>	<b>1,613,375</b>	<b>1,618,846</b>	<b>1,491,247</b>	<b>1,654,828</b>

**Objectives**

- Cut out and repair major street failures in advance of overlay and reconstruction programs.
- Install fabric underseal and overlay 90,000 square yards of streets.
- Wedge mill gutter lines prior to street overlay.
- Crack seal 200 blocks of streets.
- Utility cuts repaired within 7 working days.
- Cut out and repair 51,400 square feet of concrete for rehab.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Square yards of overlay completed	53,167	75,555	80,000	80,000	80,000
Linear feet of gutter wedge milled	72,713	45,792	20,000	20,000	20,000
Linear feet of curb and gutter replaced	3,969	944	2,000	2,000	2,000
Number of blocks crack sealed	257	174	200	200	200
Square feet of concrete rehab	47,813	96,068	25,000	25,000	25,000

**Public Works - Traffic**  
**100-415-4**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	602,003	560,619	570,657	590,737	616,050
Supplies	34,363	30,027	30,940	31,593	37,540
Maintenance	8	25	0	852	0
Services	523,643	442,841	499,406	454,927	529,723
Capital Outlay	0	0	11,500	10,265	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,160,017</b>	<b>1,033,512</b>	<b>1,112,503</b>	<b>1,088,374</b>	<b>1,183,313</b>

**Objectives**

- Conduct annual routine maintenance of traffic signals and school zone flashers.
- Continue annual roadway striping program.
- Continue traffic sign replacement program.
- Continue traffic signal timing improvements on major arterials, primarily through enhancement of the adaptive traffic signal system.
- Implement an advanced traffic management system for traffic incident detection and for providing road condition information to the public.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Annual maintenance of traffic signals [71]	35	22	64	64	50
Annual striping program [110,000 lf]	0	2,800	48,000	48,000	48,000
Repair / replace traffic signs	170	222	500	500	500
Replace crosswalks annually	0	12	20	20	20

**Public Works - Environmental Services  
100-415-5**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	222,954	229,637	233,361	233,680	246,339
Supplies	11,543	13,387	21,361	20,185	21,361
Maintenance	296	1,805	1,800	40	1,800
Services	62,919	77,908	110,019	81,238	110,019
Capital Outlay	0	9,966	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>297,712</b>	<b>332,704</b>	<b>366,541</b>	<b>335,143</b>	<b>379,519</b>

**Objectives**

- Solid Waste - Perform outreach, education and technical assistance to customers. Perform field evaluation of service.
- Water Quality - Perform outreach, education and technical assistance to customers. Maintain management system for backflow and cross-connection prevention.
- Pre-Treatment - Perform outreach, education and technical assistance. Perform inspections and sampling of industrial and commercial generators.
- Storm Water - Perform outreach, education, technical assistance and drainage inspections.
- Storm Water - Implement the storm water management plan best management practices.
- Sustainability - Prepare implementation strategies for Energy Efficiency and Emission Reduction targets.
- Perform emergency / spill response and respond to customers within 24 hours.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Outreach and education initiatives	13	12	12	12	12
Field evaluation / audits of solid waste service provider	8	12	12	12	12
Inspections for backflow and cross-connection prevention	51	58	50	50	50
Inspections and sampling on industrial and commercial pre-treatment generators	62	70	50	50	50
Perform Phase II storm water audits	12	12	12	12	12
Implement Phase II storm water BMPs	24	28	24	24	24
Inventory Municipal Emissions	0	1	1	1	1

**Public Works - Facilities Services  
100-118-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	598,061	619,177	619,506	634,072	651,948
Supplies	60,504	64,740	71,250	74,657	84,750
Maintenance	227,784	265,971	248,853	268,556	299,853
Services	861,713	749,944	940,718	885,365	1,234,442
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,748,063</b>	<b>1,699,832</b>	<b>1,880,327</b>	<b>1,862,650</b>	<b>2,270,993</b>

**Objectives**

- City Hall - Replace Domestic Water Booster Pump, Paint, and Fan Power Heat boxes that provides heat in the building.
- Fire Stations - Painting, Flooring, and Station 1 needs assessment.
- Library - Painting, security cameras and lighting upgrades.
- Roof Program - Continue program to evaluate current roof conditions, prioritize areas in need of repair, and forecast future capital needs.
- Municipal Service Center - Replace casework, flooring, painting, and HVAC equipment.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Annual major work orders completed	7,431	7,213	7,400	7,400	7,400
Non-emergency work orders completed within seven working days	98%	96%	95%	95%	96%
Annual emergency call outs (after hours)	92	116	90	90	100
Number of facilities maintained	96	96	96	96	97
Percent of preventative maintenance tasks completed on schedule	99%	98%	97%	97%	98%

**Public Works - Fleet Services**  
**100-108-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	613,740	667,958	738,338	666,872	762,588
Supplies	514,373	456,218	573,100	511,898	556,100
Maintenance	207,336	294,292	261,600	283,835	251,600
Services	22,824	30,237	37,350	33,647	34,350
Capital Outlay	68,269	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,426,541</b>	<b>1,448,705</b>	<b>1,610,388</b>	<b>1,496,252</b>	<b>1,604,638</b>

**Objectives**

- Maintain a low on the job, shop accident rate.
- Maintain an aggressive Preventative, Predictive Maintenance program.
  - Use only top quality repair techniques to minimize vehicle downtime, while maintaining part procurement efficiency.
- Continuously monitor the average age of the fleet and replace vehicles when cost effective.
  - Maintain properly specified vehicles and equipment within each department's program needs for efficiency and standardization during replacement.
- Continuously monitor all parts, fuel costs, and quality to maintain cost effectiveness and vehicle reliability.

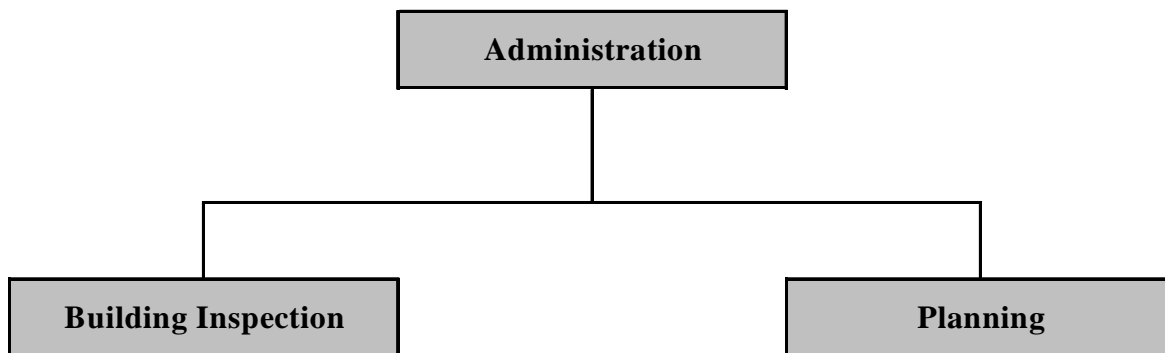
<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Percent of user satisfaction with services	95%	97%	100%	100%	100%
Percent of total fleet availability (daily)	95%	97%	99%	99%	99%
Percent of repairs completed within 24 hours	90%	96%	97%	97%	98%
Average number of work orders performed monthly	231	291	300	300	300

**Development Services**

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The mission of the Department of Development Service is to provide the highest quality professional services in the areas of comprehensive planning and research, economic development, building inspections and plan review, and code enforcement to all citizens of Grapevine, Texas.

The Department is responsible for protecting the public health, safety and welfare by coordinating all development activities in a manner responsive to citizen needs and growth management objectives. Through this coordination, the department seeks to accommodate projected growth and recognize the social diversity of the City to provide social equity and opportunities for all to achieve a desirable quality of life.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of building permits issued	4,043
Total Construction Value	\$202,203,314
Building permit revenue collected	\$1,105,042
Total fees collected	\$1,232,131
Certificates of occupancy issued	413
Average number of days to respond to nuisance and zoning complaints	1
Average number of days for plan review comments to be forwarded to applicant:	
- residential	1.10
- signs	1.00
- commercial alterations and finish outs	1.70
- new commercial buildings	5.80

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FY 2015-16 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
417 - DEVELOPMENT SERVICES

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Administration	189,578	198,759	209,575	201,612	216,931
Building Inspection	739,091	746,433	797,708	758,868	816,844
Planning	285,907	290,677	310,982	293,988	323,552
<b>Total</b>	<b>1,214,576</b>	<b>1,235,869</b>	<b>1,318,265</b>	<b>1,254,468</b>	<b>1,357,327</b>

<b><u>DEVELOPMENT SERVICES</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Development Services Director	1	1	1	1	1
Code Enforcement Officer	2	2	2	2	2
Plans Examiner/Field Coordinator	1	1	1	1	1
Plans Examiner/Inspector	1	1	1	1	1
Building Inspector II	4	4	4	4	4
Development Services Assistant	1	1	1	1	1
Building Permit Clerk	2	2	2	2	2
Planner II	1	1	1	1	1
Planning & Development Manager	1	0	0	0	0
Asst. Director of Dev. Svc	0	1	1	1	1
Planning Technician	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

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**Development Services - Administration**  
**100-417-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	168,432	175,068	182,945	177,496	191,801
Supplies	11,369	13,534	16,200	13,000	16,200
Maintenance	0	0	0	0	0
Services	9,777	10,157	10,430	11,116	8,930
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>189,578</b>	<b>198,759</b>	<b>209,575</b>	<b>201,612</b>	<b>216,931</b>

**Objectives**

- Continue to ensure timely, accurate, and thorough customer service is provided from the Building Department.
- Work closely with Economic Development Manager to ensure that the goals of the city are met through the efforts of the development department.
- Continue to provide immediate zoning and economic development assistance to customers that call or walk in.
- Implement site visits to local businesses and industry to promote business development.
- Provide miscellaneous pamphlets, brochures and marketing material to facilitate and promote development in the community.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Square feet of commercial construction	210,000	110,000	150,000	150,000	170,000
Square feet of industrial construction	1,000	30,000	5,000	5,000	5,000



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**Development Services - Building Inspections**  
**100-417-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	640,655	681,486	708,629	691,108	737,265
Supplies	31,269	24,487	34,146	23,676	27,146
Maintenance	0	0	0	0	0
Services	67,168	40,460	54,933	44,084	52,433
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>739,091</b>	<b>746,433</b>	<b>797,708</b>	<b>758,868</b>	<b>816,844</b>

**Objectives**

- Obtain certifications in adopted technical codes.
- Provide in-house and outside training for certification exams.
- Convert permit documents into Laserfiche digitized format.
- Continue to provide effective code enforcement and notification of violation to property owners.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Average number of days for plan review comments to be forwarded to applicant:					
- residential	1.3	1.1	3.0	3.0	3.0
- signs	1.0	0.3	3.0	3.0	3.0
- commercial alterations and finish	2.3	1.7	10.0	10.0	10.0
- new commercial buildings	4.3	5.8	15.0	15.0	15.0
Number of new professional licenses /					
- ICC Inspector	0.8	0	3	3	3
Average number of days to respond to nuisance and zoning complaints	1	1	1	1	1

**Development Services - Planning**  
**100-417-3**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	269,887	283,548	287,452	283,972	300,022
Supplies	8,409	5,105	16,030	5,216	16,030
Maintenance	0	0	0	0	0
Services	7,611	2,023	7,500	4,800	7,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>285,907</b>	<b>290,677</b>	<b>310,982</b>	<b>293,988</b>	<b>323,552</b>

**Objectives**

- Respond to all zoning / development activity inquiries in a timely manner.
- Maintain / update zoning case files and maintain a log of all such activity for reference.
- Create and maintain the official city zoning map in-house.
- Provide a thorough staff review of applicant requests and allow applicants more time to resolve development issues associated with zoning, conditional / special uses and variance applications.
- Conduct required tri-annual workshops and additional workshops as needed with the Planning and Zoning Commission to review the Comprehensive Master Plan and Zoning Ordinance.
- Create and maintain the official Land Use Map (current and future).
- Maintain and update the official Master Plan.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Average staff processing time for initial review of zoning, conditional and special use applications (days)	14	19	19	19	14
Average response from applicant regarding initial review (days)	5	7	7	7	7
Public hearing case preparation time	12	16	16	16	16
Variance application processing time	27	36	36	36	36
Administrative site plan processing time	23	30	30	30	30
Number of workshops with the Planning and Zoning Commission	2	3	3	3	3

FY 2015-16 APPROVED OPERATING BUDGET  
FUND 130 - DEBT SERVICE

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Property Taxes	11,775,218	11,769,779	11,916,443	11,599,929
Transfers from Other Funds	2,705,916	4,225,551	18,011,227	2,677,080
Interest Income	9,719	40,000	24,415	20,000
Total	14,490,853	16,035,330	29,952,085	14,297,009

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
General Obligation Debt Payments	10,078,398	11,060,940	11,060,940	11,068,121
Certificates of Obligation Debt Payments	1,621,232	3,454,790	3,454,790	3,034,670
Tax Notes and Notes Payable	1,988,936	1,498,202	1,498,202	640,818
Fiscal Agent & Bond Issuance Fees	1,538	7,000	276,801	7,000
Pymt to Refund Bond Escrow Agent	0	0	13,643,322	0
Total	13,690,104	16,020,932	29,934,055	14,750,609

	2013-14	2014-15	2014-15	2015-16
TOTAL OUTSTANDING DEBT: <sup>(1)</sup>	Actual	Budget	Estimate	Approved
General Obligation	168,799,352	142,421,869	133,354,691	127,888,891
Certificates of Obligation	21,844,622	16,533,348	30,052,532	30,052,532
Sales Tax Revenue Bonds	0	31,863,699	30,269,672	30,269,672
Tax Notes and Notes Payable	7,943,499	4,648,587	3,150,385	3,150,385
Total	198,587,473	195,467,502	196,827,281	191,361,481

<sup>(1)</sup> Total Principal and Interest; Does not include Tax Increment Financing (TIRZ) debt obligations.  
As of October 1, 2015 total outstanding principal and interest of TIRZ obligations is \$27,633,800.

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
DEBT SERVICE FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
BEGINNING FUND BALANCE:	12,252,396	16,119,415	16,920,164	16,920,164	16,938,194
OPERATING REVENUE:					
Property Taxes - Current	11,236,087	11,699,335	11,700,000	11,881,613	11,529,929
Property Taxes - Delinquent	150,758	75,883	69,779	34,830	70,000
Interest Income	24,537	9,719	40,000	24,415	20,000
Total Operating Revenue	11,411,382	11,784,937	11,809,779	11,940,858	11,619,929
TRANSFERS IN:					
Transfer from Municipal Ct. Technology Fund	22,722	23,607	55,825	55,825	0
Transfer from CVB Fund	2,085,317	2,038,900	1,935,950	1,935,950	1,081,644
Transfer from SDUS Fund	113,988	319,436	318,735	318,735	0
Transfer from Lake Parks Fund	327,651	323,973	321,014	321,014	0
Transfer from Economic Development Fund	0	0	1,594,027	1,594,027	1,595,436
Bond Proceeds/Refunding/Premiums	7,917,555	0	0	13,785,676	0
Total Transfers In	10,467,233	2,705,916	4,225,551	18,011,227	2,677,080
TOTAL REVENUE AND TRANSFERS	21,878,615	14,490,853	16,035,330	29,952,085	14,297,009
OPERATING EXPENDITURES:					
G.O. Bond Interest Payments	1,505,611	4,043,398	3,755,940	3,755,940	3,363,121
G.O. Bond Principal Payments	5,127,160	6,035,000	7,305,000	7,305,000	7,705,000
C.O. Interest Payments	542,460	504,496	1,441,404	1,441,404	1,399,575
C.O. Principal Payments	1,275,142	1,116,736	2,013,386	2,013,386	1,635,095
Tax and Note Interest Payments	124,353	164,702	97,860	97,860	69,285
Tax and Note Principal Payments	1,273,212	1,824,234	1,400,342	1,400,342	571,533
Palace Arts Center Payments	240,810	0	0	0	0
Fiscal Agent & Bond Fees	88,956	1,538	7,000	276,801	7,000
Pymt to Refund Bond Escrow Agent	7,833,892	0	0	13,643,322	0
Total Operating Expenditures	18,011,596	13,690,104	16,020,932	29,934,055	14,750,609
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	18,011,596	13,690,104	16,020,932	29,934,055	14,750,609
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	3,867,019	800,749	14,398	18,030	(453,600)
ENDING FUND BALANCE:	16,119,415	16,920,164	16,934,562	16,938,194	16,484,594
FUND BALANCE REQUIREMENT:	3,552,972	2,700,514	3,160,293	5,904,800	2,909,709

\* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).  
The FY 2015-16 projected Ending Fund Balance represents **408** days of operation.

<b>Long-Term Debt Summary (does not include TIF)</b>	<b>Total Principal</b>	<b>Total Interest</b>	<b>Total Debt</b>
<b><u>General Obligation Bonds</u></b>			
2006 GO	250,000	5,313	255,313
2009 GO Refunding	4,535,000	376,613	4,911,613
2010 GO Refunding	7,300,000	955,113	8,255,113
2012 GO Refunding	5,365,000	400,044	5,765,044
2013 GO	63,805,000	28,475,660	92,280,660
2015 GO Refunding	14,695,000	1,726,150	16,421,150
<b>Total General Obligation Bonds</b>	<b>95,950,000</b>	<b>31,938,891</b>	<b>127,888,891</b>
<b><u>Certificates of Obligation</u></b>			
2006 CO	95,000	2,019	97,019
2007 CO	1,600,000	457,188	2,057,188
2009 CO	6,605,000	2,084,828	8,689,828
2009A CO	1,425,000	490,634	1,915,634
2010 CO	293,199	26,590	319,789
2012 CO	1,055,000	133,356	1,188,356
2015 CO	11,720,000	4,064,719	15,784,719
<b>Total Certificates of Obligation</b>	<b>22,793,199</b>	<b>7,259,333</b>	<b>30,052,532</b>
<b><u>Tax Notes and Notes Payable</u></b>			
2013 Tax Note	2,900,000	166,175	3,066,175
Anderson Note Payable	51,895	32,315	84,210
<b>Total Tax and Note Payable</b>	<b>2,951,895</b>	<b>198,490</b>	<b>3,150,385</b>
<b>Total Governmental Debt</b>	<b>121,695,094</b>	<b>39,396,714</b>	<b>161,091,808</b>
<b><u>Water / Wastewater Bonds</u></b>			
2006 GO Refunding	3,030,000	340,563	3,370,563
2009 GO Refunding	825,000	41,875	866,875
2010 GO Refunding	2,865,000	403,000	3,268,000
<b>Total Water / Wastewater Bonds</b>	<b>6,720,000</b>	<b>785,438</b>	<b>7,505,438</b>
<b><u>Economic Development Bonds</u></b>			
2014 Sales Tax Revenue Bonds	18,840,000	11,429,672	30,269,672
<b>Total Economic Development Bonds</b>	<b>18,840,000</b>	<b>11,429,672</b>	<b>30,269,672</b>
<b>Total Business Activity Bonds</b>	<b>25,560,000</b>	<b>12,215,110</b>	<b>37,775,110</b>
<b>Total Long-Term Debt (non-TIF)</b>	<b>147,255,094</b>	<b>51,611,824</b>	<b>198,866,918</b>

<b>Schedule of Requirements Governmental Activities</b>	<b>2016</b>		
	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
<b><u>General Obligation Bonds</u></b>			
2006 GO	250,000	5,313	255,313
2009 GO Refunding	580,000	100,025	680,025
2010 GO Refunding	650,000	172,225	822,225
2012 GO Refunding	1,440,000	85,438	1,525,438
2013 GO	2,250,000	2,583,820	4,833,820
2015 GO Refunding Lake Parks	90,000	11,450	101,450
2015 GO Refunding Tax Supported	2,445,000	404,850	2,849,850
<b>Total General Obligation Bonds</b>	<b>7,705,000</b>	<b>3,363,121</b>	<b>11,068,121</b>
<b><u>Certificates of Obligation</u></b>			
2006 CO	95,000	2,019	97,019
2007 CO	105,000	67,703	172,703
2009 CO	405,000	265,135	670,135
2009A CO	70,000	54,994	124,994
2010 CO	50,095	9,000	59,095
2012 CO	75,000	18,369	93,369
2015 CO Tax Supported	165,000	56,919	221,919
<b>Total Certificates of Obligation</b>	<b>965,095</b>	<b>474,139</b>	<b>1,439,234</b>
<b><u>Tax Notes and Notes Payable</u></b>			
2013 Tax Note	555,000	56,950	611,950
Anderson Note Payable	16,533	12,335	28,868
<b>Total Tax and Note Payable</b>	<b>571,533</b>	<b>69,285</b>	<b>640,818</b>
<b><u>Economic Development Bonds</u></b>			
2014 Sales Tax Revenue Bonds	670,000	925,436	1,595,436
<b>Total Economic Development Bonds</b>	<b>670,000</b>	<b>925,436</b>	<b>1,595,436</b>
<b>Total Governmental Debt</b>	<b>9,911,628</b>	<b>4,831,980</b>	<b>14,743,609</b>

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FY 2015-16 APPROVED OPERATING BUDGET  
FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Transfers In	2,809,000	3,279,000	3,279,000	3,279,000
Interest Income	854	5,000	3,139	3,500
Total	2,809,854	3,284,000	3,282,139	3,282,500

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Facilities Maintenance Projects	474,206	550,000	586,708	500,000
Parks Maintenance Projects	391,692	1,096,000	896,824	1,095,000
Street and Signal Maintenance Projects	1,878,937	1,633,000	1,792,923	1,684,000
Total	2,744,836	3,279,000	3,276,455	3,279,000

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## Capital / Street Maintenance Program

The Capital / Street Maintenance Program consists of systematic facility repairs and major maintenance projects funded by an operating transfer from the General fund. Project lists are developed each year from a long-range facility maintenance schedule, which incorporates routine scheduled maintenance and recommended replacement and upgrading of facilities and permanent capital assets. The schedule lists all planned capital maintenance projects within the next five years.

Capital maintenance projects are grouped in two categories: facilities maintenance and parks maintenance, and funded by an operating transfer from the General fund. Facilities maintenance projects are budgeted at \$550,000 and Parks maintenance projects are budgeted at \$1,096,000 as the City continues to pursue its diligent preventative maintenance program that has extended the useful life of infrastructure assets and allows the City flexibility in expenditure planning.

The Street Maintenance program consists of overlay projects designed to maintain a five-year maintenance schedule and street reconstruction. Street maintenance projects are funded by an operating transfer from the General fund. Expenditures are budgeted at \$1.25 million. The Traffic Signal, Signing & Striping Maintenance Program is responsible for the maintenance, repair and/or replacement of traffic and school zone signals, pavement and crosswalk markings, and street signs. Expenditures are budgeted at \$378,000 for FY15.

### **Impact of Capital / Street Maintenance Projects to Operating Budget**

Some projects may have a fiscal impact to the City's operating funds as routine maintenance and operational expenditures are necessary to utilize the completed project. When an operating impact has been identified, it is included on the project description sheet, and costs are projected for the next three years. Upon approval of the project for annual expenditure, the fiscal impact is integrated into the operating budget.

The estimated operating budget impact of Facilities Maintenance projects is calculated on a cost per square-foot basis. The comprehensive preventative maintenance program implemented for general facilities incorporates tasks such as routine repairs, preventive maintenance and replacement costs. The amount is adjusted annually for inflation.

Square Footage Maintained	263,387
Cost per Square Foot	\$0.86
<b>Estimated Operating Impact</b>	<b>\$227,774</b>



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## **Capital / Street Maintenance Long-Range Planning Process**

The long-range planning process is used as a tool to identify major capital maintenance needs in advance of requirement. By identifying major needs in advance, projects can then be ranked and prioritized. The long-range plan can also be used to reduce the severity of major spikes in maintenance costs.

The planning process for Facilities and Parks maintenance is a five-year plan by facility and maintenance activity or project. The Facilities Services division of the Public Works department prioritizes other departmental requests for projects along with known maintenance requirements.

The Parks and Recreation department schedules identified ground improvements maintenance projects according to priorities and funding level. The long-range planning effort provides for a stable annual level of expenditures to insure the continued maintenance of general purpose and recreational facilities and grounds.

The Planning process for Street maintenance is a five-year plan to maintain and improve the City's roadways, sidewalks, signals, signs and pavement markings. The Public Works department is responsible for the surface repair and preventive maintenance of streets throughout the City. This is accomplished by reducing pavement deterioration with proper maintenance techniques and systematic inspection. The program of work resurfaces 130,000 square yards, or 8.2 miles of streets annually, repairs 800 linear feet of deteriorated curb and gutter, and crack seals 200 blocks each year.

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FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
BEGINNING FUND BALANCE:	1,647,255	1,751,789	1,816,808	1,816,808	1,822,491
OPERATING REVENUE:					
Interest Income	6,301	854	5,000	3,139	3,500
Participation	0	0	0	0	0
Miscellaneous	0	0	0	0	0
Total Operating Revenue	6,301	854	5,000	3,139	3,500
TRANSFERS IN:	2,809,000	2,809,000	3,279,000	3,279,000	3,279,000
TOTAL REVENUE AND TRANSFERS	2,815,301	2,809,854	3,284,000	3,282,139	3,282,500
OPERATING EXPENDITURES:					
Facilities Maintenance	404,320	474,206	550,000	586,708	500,000
Parks Maintenance	836,206	391,692	1,096,000	896,824	1,095,000
Street Maintenance and Overlay	1,172,392	1,574,261	1,255,000	1,388,482	1,255,000
Traffic Signal, Striping and Signing Maint.	291,555	304,301	378,000	404,441	429,000
Total Operating Expenditures	2,710,767	2,744,836	3,279,000	3,276,455	3,279,000
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	2,710,767	2,744,836	3,279,000	3,276,455	3,279,000
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	104,534	65,019	5,000	5,683	3,500
ENDING FUND BALANCE:	1,751,789	1,816,808	1,821,808	1,822,491	1,825,991

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**FY 2015-16 APPROVED OPERATING BUDGET  
CAPITAL / STREET MAINTENANCE PROGRAM  
FACILITIES MAINTENANCE PROJECTS**

		<b>FY 2015-16</b>
<b><u>FACILITIES MAINTENANCE PROJECTS:</u></b>		<b><u>Approved</u></b>
174-74004-001	City Hall	83,000
174-74004-003	Police & Courts Building	15,000
174-74004-004	Municipal Service Center	41,000
174-74004-005	Library	65,000
174-74004-007	Fire Stations	68,000
174-74004-008	Animal Control	34,000
174-74004-009	Park Facilities	65,000
174-74004-010	Police Community Outreach Center	10,000
174-74004-011	Police Substation	15,000
174-74004-012	Roof Program	37,000
174-74004-013	Emergency Fund	10,000
174-74004-015	Water Tower Records Storage	15,000
174-74004-016	Indoor Air Quality Testing	7,000
174-74004-018	Service Center Storage Area	15,000
174-74004-020	Electrical Maintenance & Repairs	10,000
174-74004-024	Energy Efficiency Upgrades	10,000
<b>TOTAL FACILITIES MAINTENANCE PROJECTS:</b>		<b>\$500,000</b>

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**FY 2015-16 APPROVED OPERATING BUDGET  
CAPITAL / STREET MAINTENANCE PROGRAM  
PARKS MAINTENANCE PROJECTS**

<b><u>PARKS MAINTENANCE PROJECTS:</u></b>		<b>FY 2015-16 Approved</b>
174-74015-312-051	Irrigation Systems	85,000
174-74015-312-052	Landscaping	130,000
174-74015-312-053	Electrical Replacement/Repair	10,000
174-74015-312-055	Athletic Field Maintenance	20,000
174-74015-312-056	Trail Maintenance	80,000
174-74015-312-057	Fence Replacement	30,000
174-74015-312-059	Water Drinking Fountains	30,000
174-74015-312-060	Park Signage Replacement	45,000
174-74015-312-061	Trash Receptacle Replacement	90,000
174-74015-312-063	Park Maintenance Projects	30,000
174-74015-312-065	Playground Surfacing Replacement	30,000
174-74015-312-066	Small Park Amenities Replacement	20,000
174-74015-312-067	Playground Accessibility Improvements	180,000
174-74015-312-068	Special Event Equipment Replacement	10,000
174-74015-312-069	The REC Equipment Repair/Replacement	80,000
174-74015-312-070	Aquatics Repairs and Replacements	85,000
174-74015-312-075	Holiday Decorations Upgrade & Replacement	20,000
174-74015-312-077	Park Facility Upgrade/Improvements	50,000
174-74015-312-079	Oak Grove Ballfield Complex	50,000
174-74015-312-082	Botanical Gardens	20,000
<b>TOTAL PARKS MAINTENANCE PROJECTS</b>		<b>\$1,095,000</b>

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**FY 2015-16 APPROVED OPERATING BUDGET  
CAPITAL / STREET MAINTENANCE PROGRAM  
STREET AND SIGNAL MAINTENANCE PROJECTS**

		<b>FY 2015-16</b>
<b><u>STREET &amp; SIGNAL MAINTENANCE PROJECTS:</u></b>		<b><u>Approved</u></b>
174-43301-090	Annual Street Maintenance & Overlay Program	1,255,000
174-43301-093	Traffic Signal, Signing & Striping Maintenance	429,000
<b>TOTAL STREET &amp; SIGNAL MAINTENANCE PROJECTS:</b>		<b>\$1,684,000</b>

CITY OF GRAPEVINE, TEXAS  
FY 2015-16 APPROVED OPERATING BUDGET  
SUMMARY TABLE OF ALL FUNDS

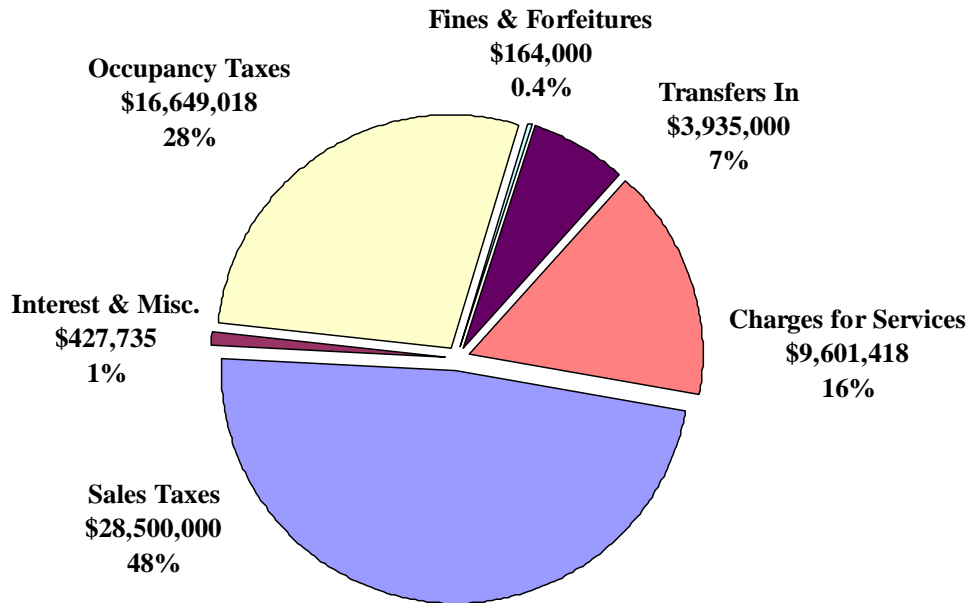
**-- SPECIAL REVENUE FUNDS --**

	Convention & Visitors Fund	CVB Incentives Fund	Stormwater Drainage Fund	Crime Control & Prevention Fund	Lake Parks Fund	4B Transit Fund	Economic Development Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:								
Sales Taxes				14,250,000		14,250,000		28,500,000
Occupancy Taxes	12,242,880	4,406,138						16,649,018
Fines and Forfeitures				164,000				164,000
Charges for Services	6,515,776		1,400,392		1,685,250			9,601,418
Interest Income	10,000	3,600	1,046	1,000		6,000	16,197	37,843
Transfers In	372,500						3,562,500	3,935,000
Miscellaneous	349,892				40,000			389,892
Total Revenues	19,491,048	4,409,738	1,401,438	14,415,000	1,725,250	14,256,000	3,578,697	59,277,171
EXPENDITURES AND OTHER FINANCING USES:								
Personnel	5,884,517		483,701	10,800,997	156,248		443,923	17,769,386
Supplies	1,013,674		44,700	780,660	184,100		7,800	2,030,934
Maintenance	220,600		125,000	110,800	111,000			567,400
Services	9,353,758	4,409,738	249,906	2,327,076	1,209,091	7,046,398	1,184,062	25,780,029
Transfers Out	2,689,619		291,926	372,479	121,050	3,935,000	1,857,087	9,267,161
Intergovernmental / Inter-Agency						9,740,000		9,740,000
Capital Outlay	79,000		185,000		81,000			345,000
Total Expenditures	19,241,168	4,409,738	1,380,233	14,392,012	1,862,489	20,721,398	3,492,872	65,499,910
NET CHANGE IN FUND BALANCE	249,880	0	21,205	22,988.00	(137,239)	(6,465,398)	85,825	(6,222,739)
BEGINNING FUND BALANCE	6,838,674	5,757,958	1,001,361	2,007,638	(1,353,385)	7,795,834	4,526,143	26,667,808
ENDING FUND BALANCE	7,088,554	5,757,958	1,022,566	2,030,626	(1,490,624)	1,330,435	4,611,968	20,445,068

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## REVENUE FUNDING SOURCES

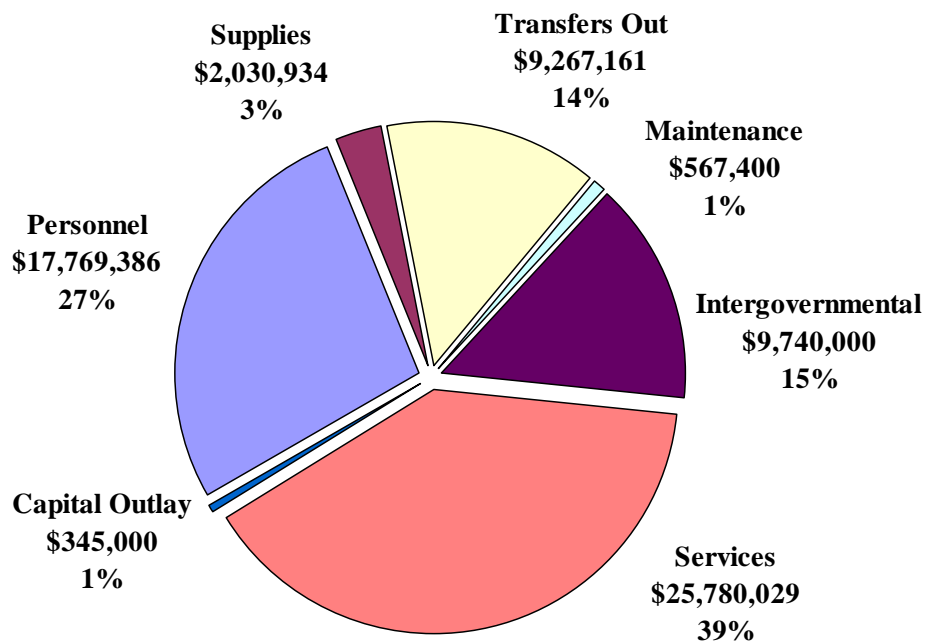
"Where The Money Comes From"



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## EXPENDITURE FUNDING USES

"Where the Money Goes"



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## **Revenue and Other Financing Sources**

FY16 revenue is budgeted at \$59.2 million, an increase of \$2.4 million (4%) from the previous year. Revenue in the Convention & Visitors fund, the largest of the category, is budgeted at \$19.5 million and represents an increase of \$994,000 from the previous budget year.

**Sales Taxes** represent the largest revenue stream at 48% of total revenues. Sales taxes are budgeted at \$28.5 million, split equally between the CCPD and 4B funds. Collections in FY15 were \$26.7 million.

**Occupancy Taxes** are obtained through the assessment of a 7% tax levy to the rental rate of hotel and motel rooms within the City. Funds generated by the occupancy tax are required to be used in a manner that directly enhances and promotes tourism and the convention and hotel industry. Occupancy taxes are budgeted at \$16.6 million and are the second largest source of revenue at 28%, up from 27% the prior year. FY15 collections are estimated at \$18 million and represent an increase of \$4 million (29%) over the previous year's collections, as the tax levy was increased from 6% to 7% on October 1, 2014. The City collects occupancy taxes from twenty properties within its jurisdiction with a combined capacity of 5,411 rooms.

<b>OCCUPANCY TAXES</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$10,724,986	\$12,104,906	\$12,245,051	\$12,772,217	\$14,025,119	\$18,096,508
Increase / (Decrease)	\$227,026	\$1,379,920	\$140,145	\$527,166	\$1,252,902	\$4,071,389
% Change	2%	13%	1%	4%	10%	29%

**Charges for Services** includes revenue from Grapevine Vintage Railroad operations, facility rental fees, food, beverage and merchandise sales, stormwater drainage fees, recreation and camping fees, and the Grapevine Visitor Shuttle. Revenue in this category is budgeted at \$9.6 million, down \$600,000 from the previous year. Revenue for the Grapevine Visitor Shuttle is budgeted at \$153,000. Facility rental income is budgeted at \$829,000.

Stormwater drainage fee revenue, budgeted at \$1.4 million, is generated by the assessment of a monthly fee on all developed properties within the City. Funds collected through the monthly billings provide much needed drainage maintenance, repair and construction activities related to storm drainage facilities. The revenue collected from the Stormwater Drainage Utility can only be spent on drainage related issues. For owners of single-family residential properties, the fee is \$4 per month. Apartments and all commercial and non-residential properties are billed a fee based upon the size of their land area, taking into account the existing impervious area of the land. An evaluation has been made for each property in order to determine the appropriate charge.

Recreation and camping fees are budgeted at \$1.7 million and are derived from activities on approximately 770 acres of parkland surrounding Lake Grapevine and leased from the U.S. Army Corps of Engineers. Revenue in this category will be severely impacted by flooding at the Vineyards campground in the spring of 2015 and again in the fall.



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## **Expenditures and Other Financing Uses**

Expenditures of Special Revenue funds total \$65.5 million, an increase of \$11.7 million (22%) from the prior year's budget. The 4B Transit & Capital fund is the largest cost center at 32%, while the Convention & Visitors fund accounts for the second largest percentage of expenditures, at 29%. The CCPD fund accounts for 22% of total expenditures. Expenditures in FY15 were \$51 million, down 36% from the previous year, due to the 4B fund's \$29.5 million land purchase expenditure in FY14.

<b>SPECIAL REVENUE FUNDS</b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
<b>Total Expenditures By Fund</b>					
Convention & Visitors <sup>(1)</sup>	\$16,906,724	\$18,219,484	\$19,950,452	\$19,667,002	\$17,211,442
CVB Incentives	NA	NA	NA	NA	\$1,719,354
Stormwater Drainage	\$1,016,752	\$1,573,314	\$2,552,910	\$2,047,548	\$1,770,284
Crime Control & Prevention	\$11,878,360	\$12,628,001	\$13,302,380	\$13,476,141	\$13,125,414
Lake Parks	\$1,919,570	\$1,765,262	\$1,902,732	\$2,489,347	\$1,553,678
4B Transit & Capital <sup>(2)</sup>	\$8,211,548	\$9,458,691	\$9,294,702	\$41,790,000	\$12,932,935
Economic Development	NA	NA	NA	\$91,820	\$2,847,671
Municipal Court Technology	\$619	\$82,217	\$23,472	\$31,875	\$55,825
Total	\$39,933,573	\$43,726,969	\$47,026,648	\$79,593,733	\$51,216,603
Increase / (Decrease)		\$3,793,396	\$3,299,679	\$32,567,085	-\$28,377,130
% Change		9%	8%	69%	-36%

(1) Prior to FY15, also contained expenditures of CVB Incentives fund.

(2) Prior to FY14, also contained expenditures of the Economic Development fund.

**Personnel** expenses are the second largest expenditure category, totaling 27% of budgeted expenditures. Personnel expenses are budgeted at \$17.7 million, with public safety employees in the CCPD fund accounting for 60.8%

Convention & Visitors	\$5,884,517	33.1%
Stormwater Drainage	\$483,701	2.7%
Crime Control & Prevention	\$10,800,997	60.8%
Economic Development	\$443,923	2.5%
Lake Parks	\$156,248	0.9%
<b>Total</b>	<b>\$17,769,386</b>	<b>100.0%</b>

of the total. The CCPD fund also contains the majority of total authorized positions with 123.43 FTE, unchanged from the previous budget year. Authorized positions in the Convention & Visitors fund total 81.87 FTE. Actual expenditures in FY15 totaled \$16.6 million and represented an increase of \$500,000 million (4%) over FY14.

**Supplies** are budgeted at \$2 million. Actual expenditures in FY15 totaled \$3 million and represented a decrease of 5% from FY14. Supplies represent 3% of Special Revenue Fund expenditures, down from 3.5% the previous budget year.

Convention & Visitors	\$1,013,674	49.9%
Stormwater Drainage	\$44,700	2.2%
Crime Control & Prevention	\$780,660	38.4%
Economic Development	\$7,800	0.4%
Lake Parks	\$184,100	9.1%
<b>Total</b>	<b>\$2,030,934</b>	<b>100.0%</b>

**Services** are budgeted at \$25.8 million and represent an \$11 million (74%) increase from the FY15 budget. Expenditures in the Convention & Visitors fund are budgeted at \$9.3 million and represent 36.3% of the total. Expenditures for services in the 4B Transit fund are budgeted at \$7 million and include engineering and design costs for the downtown commuter rail station.

Convention & Visitors	\$9,353,758	36.3%
CVB Incentives	\$4,409,738	17.1%
Stormwater Drainage	\$249,906	1.0%
Crime Control & Prevention	\$2,327,076	9.0%
Lake Parks	\$1,209,091	4.7%
Economic Development	\$1,184,062	4.6%
4B Transit	\$7,046,398	27.3%
<b>Total</b>	<b>\$25,780,029</b>	<b>100.0%</b>

Expenditures for services in the CCPD fund total \$2.3 million and are primarily comprised of charges for employee health/life/dental coverage, fleet maintenance charges, and technology charges. Actual expenditures in FY15 totaled \$17 million and represented a 4% increase from FY14. Services represent 39% of Special Revenue Fund expenditures, up from 27% the previous budget year.

**Intergovernmental expenditures** are budgeted at \$9.7 million and represents contractual payments from the 4B fund to The “T” transit authority for future commuter rail service. This amount represents 75% of the ½ cent sales tax collected for economic development.

**Transfers Out** are budgeted at \$9.2 million, down \$200,000 from the previous year. Transfers out primarily consist of administrative fee payments to the General fund in lieu of taxes. Other transfers include principal and interest payments to the Debt Service fund and funding for replacement vehicles and equipment purchased via the Capital Equipment Acquisition fund. Actual expenditures in FY15 totaled \$9.4 million. Transfers represent 14% of Special Revenue Fund expenditures.

Convention & Visitors	\$2,689,619	29.0%
Stormwater Drainage	\$291,926	3.2%
Economic Development	\$1,857,087	20.0%
4B Transit	\$3,935,000	42.5%
Lake Parks	\$121,050	1.3%
Crime Control & Prevention	\$372,479	4.0%
<b>Total</b>	<b>\$9,267,161</b>	<b>100.0%</b>

FY 2015-16 APPROVED OPERATING BUDGET  
FUNDS 115 & 216 - CONVENTION AND VISITORS BUREAU

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Occupancy Taxes	14,025,119	11,141,548	14,259,357	12,242,880
Facility Rental Income	677,073	829,000	812,612	829,000
Interest Income	10,899	5,200	9,684	10,000
Sales & Merchandise	311,805	545,200	551,352	542,026
Train Operations	1,661,229	1,765,000	1,961,027	1,691,750
Festivals & New Vintage	3,466,443	3,375,000	3,250,000	3,300,000
Visitor Shuttle System	145,906	162,000	149,080	153,000
Transfers In	393,193	344,809	344,809	372,500
Miscellaneous	298,618	329,158	281,966	349,892
Total	20,990,284	18,496,915	21,619,887	19,491,048

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	5,224,021	5,652,684	5,079,864	5,884,517
Supplies	2,689,072	949,750	786,660	1,013,674
Maintenance	217,064	225,600	186,205	220,600
Services	3,271,013	4,544,184	3,853,911	4,878,658
Festival & Train Operations	3,978,254	4,149,800	4,140,000	4,475,100
Transfers Out	4,250,178	2,921,993	3,104,538	2,689,619
Capital Outlay	37,400	40,000	60,263	79,000
Total	19,667,002	18,484,011	17,211,442	19,241,168

	2013-14	2014-15	2014-15	2015-16	Personnel <sup>(1)</sup>
EXPENDITURES AND PERSONNEL BY PROGRAM:	Actual	Budget	Estimate	Approved	
Sales, Promotions and Administration	11,554,850	10,851,906	10,033,123	11,151,128	40.61
Heritage Programs & Preservation	261,437	0	0	0	0.00
Facilities	1,248,582	1,536,674	1,337,776	1,602,937	14.08
Festivals & New Vintage	3,561,041	3,687,076	3,707,085	3,743,095	5.24
Grapevine Vintage Railroad	1,623,380	1,683,837	1,562,719	1,946,633	13.99
Visitor Shuttle System	563,551	689,618	561,352	769,475	7.95
Tourism Incentives	839,542	0	0	0	NA
Sister Cities	12,461	28,300	8,172	22,300	NA
Wine Pouring Society	2,159	6,600	1,215	5,600	NA
Total	19,667,002	18,484,011	17,211,442	19,241,168	81.87

<sup>(1)</sup> In full-time equivalents

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CONVENTION AND VISITORS BUREAU FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
<b>BEGINNING FUND BALANCE:</b>	5,424,087	4,706,140	2,430,230	2,430,230	6,838,674
<b>OPERATING REVENUE:</b>					
Occupancy Taxes	12,772,217	14,025,119	11,141,548	14,259,357	12,242,880
Facility Rental Income	679,306	677,073	829,000	812,612	829,000
Interest Income	10,340	10,899	5,200	9,684	10,000
Sales & Merchandise	349,708	311,805	545,200	551,352	542,026
Train Operations	1,658,218	1,661,229	1,765,000	1,961,027	1,691,750
Festivals & New Vintage	3,006,894	3,466,443	3,375,000	3,250,000	3,300,000
Visitor Shuttle System	126,629	145,906	162,000	149,080	153,000
Miscellaneous Income	315,332	298,618	329,158	281,966	349,892
<b>Total Operating Revenue</b>	<b>18,918,644</b>	<b>20,597,091</b>	<b>18,152,106</b>	<b>21,275,078</b>	<b>19,118,548</b>
<b>TRANSFERS IN:</b>					
Transfer from 4B Economic Devl. Fund	298,819	365,179	344,809	344,809	372,500
Transfer from General Fund	15,041	28,014	0	0	0
<b>Total Transfers In</b>	<b>313,861</b>	<b>393,193</b>	<b>344,809</b>	<b>344,809</b>	<b>372,500</b>
<b>TOTAL REVENUE &amp; TRANSFERS</b>	<b>19,232,505</b>	<b>20,990,284</b>	<b>18,496,915</b>	<b>21,619,887</b>	<b>19,491,048</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	4,630,206	5,224,021	5,652,684	5,079,864	5,884,517
Supplies	3,032,949	2,689,072	949,750	786,660	1,013,674
Maintenance	204,898	217,064	225,600	186,205	220,600
Services	3,491,886	3,271,013	4,544,184	3,853,911	4,878,658
Festival & Train Operations	3,897,417	3,978,254	4,149,800	4,140,000	4,475,100
Capital Outlay	8,976	37,400	40,000	60,263	79,000
<b>Total Operating Expenditures</b>	<b>15,266,332</b>	<b>15,416,824</b>	<b>15,562,018</b>	<b>14,106,903</b>	<b>16,551,549</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	966,247	1,147,952	961,043	1,117,277	963,012
Transfer to GTRP Fund	40,000	30,000	25,000	25,000	25,000
Trans. To 4B Fund	244,460	0	0	0	0
Trans. to Debt Service Fund	2,085,317	2,038,900	1,935,950	1,935,950	1,081,644
Transfer to Capital Projects Fund	828,029	999,132	0	0	400,000
Transfer to Permanent Capital Maint.	70,068	34,194	0	26,311	208,000
Transfer to Capital Equip Acquisition Fund	450,000	0	0	0	11,963
<b>Total Transfers Out</b>	<b>4,684,120</b>	<b>4,250,178</b>	<b>2,921,993</b>	<b>3,104,538</b>	<b>2,689,619</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>19,950,452</b>	<b>19,667,002</b>	<b>18,484,011</b>	<b>17,211,442</b>	<b>19,241,168</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>(717,947)</b>	<b>1,323,282</b>	<b>12,904</b>	<b>4,408,445</b>	<b>249,880</b>
<b>ENDING FUND BALANCE:</b>	<b>4,706,140</b>	<b>6,029,422</b>	<b>2,443,134</b>	<b>6,838,674</b>	<b>7,088,555</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>2,509,534</b>	<b>2,534,272</b>	<b>2,558,140</b>	<b>2,318,943</b>	<b>2,720,803</b>

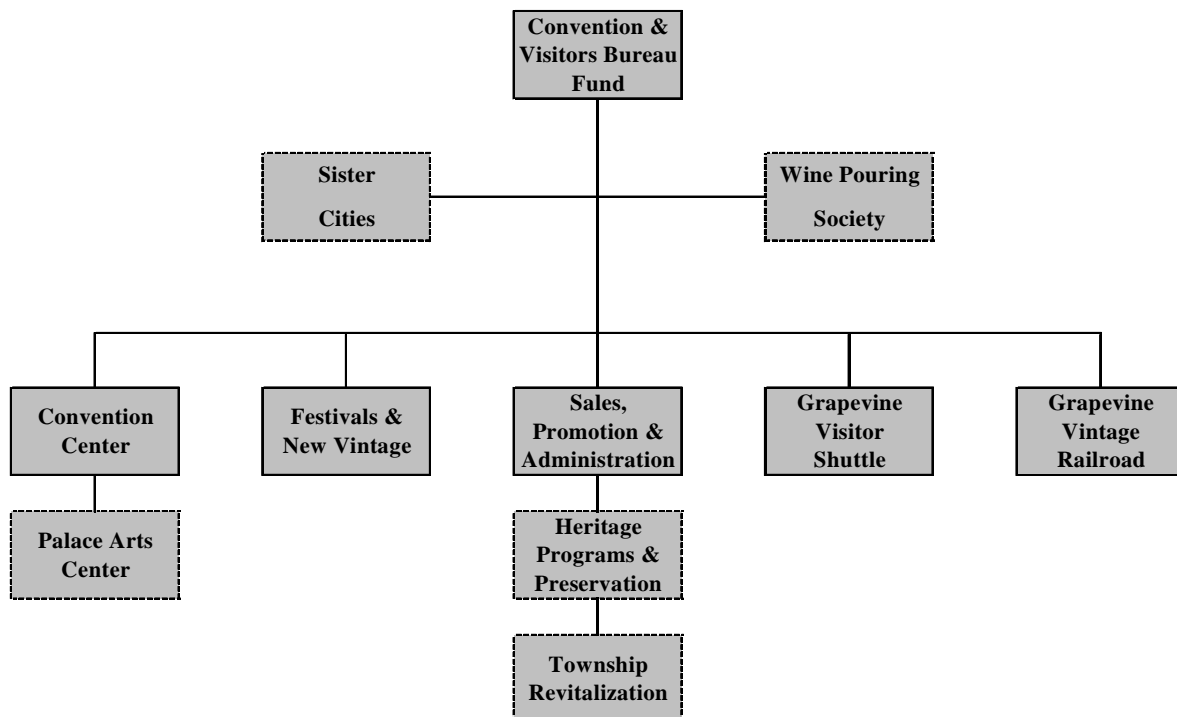
\* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).  
The FY 2015-16 projected Ending Fund Balance represents **156** days of operation.



## Convention and Visitors Bureau

The Grapevine Convention & Visitors Bureau is the fourth largest CVB in Texas with 61 full-time employees. Services include: one-stop shopping for accommodations; registration assistance; convention and meeting materials; media relations; and tourism services.

The CVB also manages and operates the Grapevine Convention Center, a flexible, multi-use facility with 23,500 square feet of space; the Palace Arts Center, a multi-purpose performing arts and meeting facility; the Grapevine Vintage Railroad; the Grapevine Visitor Shuttle; and historic preservation programs.



### Departmental Statistics

(for the fiscal year ended 9/30/15)

Number of brochures distributed	1,065,110
Number of convention & tourism site visits	167
Web site traffic (unique visitors)	1,944,152
Hotel occupancy tax collections	\$14,259,357
Facility rental income	\$812,612
Festivals income	\$3,250,000
Festivals attendance	417,864
Grapevine Vintage Railroad ticket sales, charters and special events income	\$1,961,027
Grapevine Visitor Shuttle ridership	64,095

FY 2015-16 APPROVED OPERATING BUDGET  
CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY  
BY DIVISION

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Administration	11,470,017	11,554,850	10,851,906	10,033,123	11,151,128
Heritage Programs & Preservation	212,240	261,437	0	0	0
Facilities	1,299,384	1,248,582	1,536,674	1,337,776	1,602,937
Grapevine Vintage Railroad	1,650,492	1,623,380	1,683,837	1,562,719	1,946,633
Festivals & New Vintage	3,293,456	3,561,041	3,687,076	3,707,085	3,743,095
Tourism Incentives	812,364	839,542	0	0	0
Sister Cities	36,204	12,461	28,300	8,172	22,300
Wine Pouring Society	4,184	2,159	6,600	1,215	5,600
Visitor Shuttle System	1,172,110	563,551	689,618	561,352	769,475
<b>Total</b>	<b>19,950,452</b>	<b>19,667,002</b>	<b>18,484,011</b>	<b>17,211,442</b>	<b>19,241,168</b>

<b>CONVENTION &amp; VISITORS BUREAU-ADMIN</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>
CVB Executive Director	1	1	1	1	1
Asst. Executive CVB Director	1	1	1	1	1
Managing Director of Sales	1	1	1	1	1
Communications Manager	1	1	1	1	1
Communications Coordinator	0	1	1	1	1
Director of Marketing	1	1	1	1	1
Digital Marketing Manager	1	1	1	1	1
Advertising & Creative Manager	1	1	1	1	1
Director of Destination Services	1	1	1	1	1
Convention Service Assistant	1	1	1	1	1
Director of Convention Sales	1	1	1	1	1
Sales Manager II	2	2	2	2	2
Sales Manager I	2	3	3	3	3
Online Ticket Manager	1	1	1	1	1
Director of Tourism Sales	1	1	1	1	1
International Sales Manager	0	1	1	1	1
Tourism Coordinator	1	0	0	0	0
Museum Coordinator	1	1	1	1	1
Assistant to CVB Executive Director	1	1	1	1	1
Accountant II	1	1	1	1	1
Accountant III	0	1	1	1	1
Director of Finance and Administration	1	1	1	1	1
Visitor & Cultural Services Manager	0	0	1	1	1
Depot Visitor Services Supervisor	1	1	0	0	0
Marketing Research Manager	1	1	1	1	1
Sales Associate	2	2	1	1	1
Adm. Secretary	0	0	1	1	1
Secretary	2	2	2	2	2
Web Master	0	0	0	0	0
Facility Worker	0	0	0	0	0
Sponsorship Sales Manager	1	1	1	1	1
Nash Farm Manager	0	0	1	1	1
Historic Preservation Manager	0	0	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>28.00</b>	<b>31.00</b>	<b>33.00</b>	<b>33.00</b>	<b>33.00</b>

FY 2015-16 APPROVED OPERATING BUDGET  
CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY  
BY DIVISION

<u>PART-TIME POSITIONS</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Budget & Membership Assistant	0.47	0.47	0.47	0.47	0.47
Registration Assistant/Project Assistant	3.23	3.73	3.73	3.73	3.73
Secretary	0.80	0.80	0.80	0.80	0.80
Information Specialist	1.05	1.05	1.05	1.05	1.05
Intern	0.80	0.80	0.80	0.80	0.80
Maintenance Tech / Interpreters	0.00	0.00	0.51	0.51	0.51
Volunteer Program Administator	0.25	0.25	0.25	0.25	0.25
<b>TOTAL PART-TIME POSITIONS</b>	<b>6.60</b>	<b>7.10</b>	<b>7.61</b>	<b>7.61</b>	<b>7.61</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>34.60</b>	<b>38.10</b>	<b>40.61</b>	<b>40.61</b>	<b>40.61</b>
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**HERITAGE PROGRAMS & PRESERVATION**

Nash Farm Manager	1	1	0	0	0
Historic Preservation Manager	1	1	0	0	0
<b>DIVISION TOTAL POSITIONS</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**CONVENTION & VISITOR BUREAU - FESTIVALS**

Director of Festivals & Events	1	1	1	1	1
Festivals & Events Manager II	2	2	2	2	2
Festivals & Events Manager I	1	1	1	1	1
Festivals & Events Assistant	1	1	1	1	1
<b>TOTAL FULL TIME POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

**PART-TIME POSITIONS**

Accounting Assistant	0.24	0.24	0.24	0.24	0.24
<b>TOTAL PART TIME POSITIONS</b>	<b>0.24</b>	<b>0.24</b>	<b>0.24</b>	<b>0.24</b>	<b>0.24</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>5.24</b>	<b>5.24</b>	<b>5.24</b>	<b>5.24</b>	<b>5.24</b>
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**CONVENTION & VISITORS BUREAU-FACILITIES**

Director of Facilities	1	1	1	1	1
Convention Center Supervisor	1	1	1	1	1
Manager of Meeting & Events Facilities	1	1	1	1	1
Events Coordinator	4	4	4	4	4
Secretary	1	1	1	1	1
Food & Beverage Coordinator	1	1	1	1	1
Set-Up Worker	3	3	3	3	3
Facility Worker	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>

**PART-TIME POSITIONS**

Event Assistant	1.081	1.081	1.081	1.081	1.081
<b>TOTAL PART-TIME POSITIONS</b>	<b>1.08</b>	<b>1.08</b>	<b>1.08</b>	<b>1.08</b>	<b>1.08</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>14.08</b>	<b>14.08</b>	<b>14.08</b>	<b>14.08</b>	<b>14.08</b>
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FY 2015-16 APPROVED OPERATING BUDGET  
CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY  
BY DIVISION

<b><u>GRAPEVINE VINTAGE RAILROAD</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
General Manager	1	1	1	1	1
Train Master	1	1	1	1	1
Train Service Personnel III	1	1	1	1	1
Train Service Personnel II	1	1	1	1	1
Train Supervisor	1	1	1	1	1
Roundhouse Mechanic II	1	1	1	1	1
Railroad Management Trainee	0	0	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b><u>PART-TIME POSITIONS</u></b>					
Accounting Assistant	0.24	0.24	0.24	0.24	0.24
Train Service Personnel III	0.92	0.92	0.92	0.92	0.92
Train Service Personnel II	1.32	1.32	1.32	1.32	1.32
Train Service Personnel I	0.32	0.32	0.32	0.32	0.32
Lead Train Attendants	0.95	0.95	0.95	0.95	0.95
Train Attendants	2.78	2.78	2.78	2.78	2.78
Hostler	0.46	0.46	0.46	0.46	0.46
<b>TOTAL PART-TIME POSITIONS</b>	<b>6.99</b>	<b>6.99</b>	<b>6.99</b>	<b>6.99</b>	<b>6.99</b>
<b>DIVISION TOTAL POSITIONS</b>	<b>12.99</b>	<b>12.99</b>	<b>13.99</b>	<b>13.99</b>	<b>13.99</b>
<b><u>VISITOR SHUTTLE SYSTEM</u></b>					
Lead Shuttle Driver	1	1	1	1	1
Shuttle Drivers	5	5	5	5	5
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b><u>PART-TIME POSITIONS</u></b>					
Shuttle Drivers	1.95	1.95	1.95	1.95	1.95
<b>TOTAL PART-TIME POSITIONS</b>	<b>1.95</b>	<b>1.95</b>	<b>1.95</b>	<b>1.95</b>	<b>1.95</b>
<b>DIVISION TOTAL POSITIONS</b>	<b>7.95</b>	<b>7.95</b>	<b>7.95</b>	<b>7.95</b>	<b>7.95</b>
<b>TOTAL CONVENTION &amp; VISITORS FUND</b>	<b>76.86</b>	<b>80.36</b>	<b>81.87</b>	<b>81.87</b>	<b>81.87</b>



**Convention & Visitors - Sales, Promotions & Administration**  
**115-350-01**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	2,427,138	2,825,162	3,295,235	2,934,126	3,472,537
Supplies	2,614,760	2,303,697	578,650	524,443	637,514
Maintenance	122,104	126,293	130,800	120,420	113,200
Services	2,216,354	2,049,520	3,925,228	3,349,594	4,238,258
Transfers	4,089,660	4,250,178	2,921,993	3,104,538	2,689,619
<b>Total</b>	<b>11,470,017</b>	<b>11,554,850</b>	<b>10,851,906</b>	<b>10,033,123</b>	<b>11,151,128</b>

**Objectives**

- Secure corporate and association group bookings for the hotels.
- Increase weekend, summer and holiday group bookings for the hotels.
- Promote transient leisure bookings highlighting Grapevine's heritage, the historic district, wineries, tasting rooms, dining and shopping as a primary theme.
- Expand public media contacts to increase awareness of City hotels, attractions, restaurants and retailers.
- Promote Grapevine hotels, attractions, events, wineries, restaurants, and galleries as a unique selling feature to visitors.
- Service the needs of convention groups, tourism groups, and the individual traveler.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Potential economic impact of sales leads generated	\$236 M	\$317 M	\$280 M	\$280 M	\$294 M
Potential economic impact of booked leads	\$52 M	\$86 M	\$80 M	\$80 M	\$84 M
Number of convention & tourism site visits	91	136	160	160	160
Number of travel writers hosted per year	20	22	35	35	38
Media releases distributed per week	5	5	6	6	3
Value of publicity generated	\$4.74 M	\$11.13 M	\$11 M	\$11 M	\$11 M
Web site traffic (sessions)	1,333,046	1,699,304	1,750,000	1,750,000	1,950,000
Number of brochures distributed	48,692	80,762	1,200,000	1,200,000	1,200,000
Number of groups serviced	184	191	170	170	175
Certificate of Appropriateness (CA) applications	98	83	90	90	85
Number of properties researched & added to the Cultural Resource Survey	41	27	40	40	35
Number of grants awarded	4	8	6	6	5
Assisted historic housing projects	791	49	60	60	50
Main Street merchants assisted	81	31	35	35	40
Heritage Experience school tours	47	5	20	20	25
Nash Farm Interpretive Tours	NA	45	20	20	25
Nash Farm Heritage Workshops / Special Events	NA	34	35	35	35
Nash Farm Rentals	NA	7	7	7	7
Nash Farm Attendance	NA	18,170	10,000	10,000	10,000
HPC - Number of Landmark Cases	NA	7	9	9	6

**Convention & Visitors - Facilities**  
**115-350-03**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	786,815	786,415	860,646	796,729	900,282
Supplies	173,191	164,767	214,800	189,680	201,800
Maintenance	82,614	89,858	93,300	64,923	103,900
Services	247,789	207,541	357,928	264,348	361,955
Capital Outlay	8,976	0	10,000	22,096	35,000
<b>Total</b>	<b>1,299,384</b>	<b>1,248,582</b>	<b>1,536,674</b>	<b>1,337,776</b>	<b>1,602,937</b>

**Objectives**

- Increase revenues at all rental facilities (Convention Center, Palace Arts Center, Concourse, Nash Farm, and Heritage Center)
- Increase number of new and repeat clients.
- Direct overflow event referrals to other local meeting facilities including Beach Club, Austin Ranch, the Ranch of the Lonesome Dove, and Grapevine hotels.
- Development and implementation of the building maintenance program for all CVB facilities.
- Development and implementation of a facilities marketing program.
- Program and promote entertainment, performing arts, and movies at Palace Arts Center.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Convention Center events held	320	388	380	380	359
Convention Center building usage (days)	284	286	300	300	287
Palace Arts Center number of events held.	320	358	375	375	356
Palace Arts Center building usage (days)	238	246	260	260	245
Concourse number of events held	108	134	135	135	120
Concourse building usage (days)	127	129	135	135	127
All facilities number of repeat bookings	325	269	375	375	299
All facilities number of new client bookings	171	191	180	180	202
Number of leads referred to other facilities	352	105	200	200	190
All facilities economic impact	\$5,560,092	\$7,043,688	\$6,100,000	\$6,100,000	\$6,400,000
Number of CVB sponsored events (i.e. HDGA, TWGGA, WPS, CVB Board, etc.)	NA	139	120	120	128
Maintenance repairs & service calls	NA	1,037	1,000	1,000	1,003

**Convention & Visitors - Festivals & New Vintage**  
**115-350-05**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	505,008	629,673	589,476	610,773	595,945
Supplies	0	3,541	0	5,875	0
Maintenance	0	63	0	122	0
Services	2,788,448	2,927,763	3,097,600	3,090,316	3,147,150
<b>Total</b>	<b>3,293,456</b>	<b>3,561,041</b>	<b>3,687,076</b>	<b>3,707,085</b>	<b>3,743,095</b>

**Objectives**

- 
- Develop and produce festivals and events that promote Grapevine as a tourism and meetings destination.
- Increase awareness of Grapevine Market and Grapevine Farmers Market and increase vendors.
- Create an expanded program of the "Christmas on Main Street" activities in conjunction with the Grapevine Vintage Railroad's North Pole Express to promote Grapevine as the "Christmas Capital of Texas."
- Work with local service organizations to provide them the opportunity for revenue-generating activities by members working on behalf of their organization or having a booth at festivals.
- Work with the Sales division and Grapevine hotels to create specific packages to promote the City as a meetings and tourism destination.
- Support the Grapevine Wine Pouring Society and the participation of that organization in festivals and other City events.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Attendance at New Vintage tastings	1,053	981	1,000	1,000	1,000
New Vintage Wine Train attendance	665	750	750	750	750
Attendance at New Vintage Blessing	650	350	600	600	400
Main Street Days attendance	139,770	148,260	150,000	150,000	152,000
GrapeFest attendance	262,910	266,170	230,000	230,000	235,000
GrapeFest People's Choice attendance	6,941	7,052	6,000	6,000	6,500
Number of Events and Activities supported	154	184	170	170	175
Wine Pouring Society Activities supported	51	56	50	50	55
Number of Street Banner Applications	NA	32	20	20	20
Number of Gazebo rental applications	NA	5	10	10	10
Approved					
Number of Dirty Dozen activities	NA	13	15	15	15
Number of service groups worked with	NA	100	60	60	65

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**Convention & Visitors - Grapevine Vintage Railroad  
115-350-07**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	540,099	572,455	631,637	512,603	618,683
Supplies	0	0	0	116	0
Maintenance	160	110	0	0	0
Services	1,110,233	1,050,815	1,052,200	1,050,000	1,327,950
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,650,492</b>	<b>1,623,380</b>	<b>1,683,837</b>	<b>1,562,719</b>	<b>1,946,633</b>

**Objectives**

- Promote the Historic Cotton Belt Railroad District, the Historic Downtown District, and Grapevine as a visitor destination.
- Increase revenues to cover operating expenses of the vintage diesel and excursion steam train.
- Expand onboard food and beverage, photo and merchandise opportunities.
- Create a Grapevine Vintage Railroad merchandising effort.
- Develop programs to increase ridership for special holidays.
- Ensure that the Grapevine Vintage Railroad with the vintage diesel and steam excursion train remains a premier family attraction.
- Participate with local hotels, attractions, merchants and restaurants to promote Grapevine leisure and group visitors.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Total annual passengers	94,085	91,570	120,000	120,000	125,000
Charters	10	30	40	40	40
Number of Train Operations (a run out and back is considered one operation)	NA	372	380	380	385

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**Convention & Visitors - Sister City  
115-350-10**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	0	0	0	0	0
Supplies	36,204	12,461	28,300	8,172	22,300
Maintenance	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>36,204</b>	<b>12,461</b>	<b>28,300</b>	<b>8,172</b>	<b>22,300</b>

**Objectives**

- To promote cultural exchange programs between Grapevine and the three sister cities.
- To promote cultural awareness between the sister cities through exchange of groups with common interests.
- To create opportunities for travel between citizens of the four sister cities.
- To experience economic benefits from the sister city program.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of exchange programs between Grapevine and sister cities	10	11	8	8	8
Number of student interns	5	7	6	6	2
Number of participants in sister city committees and programs	588	719	400	400	400
Number of participants in sister city programs originating in our sister cities	47	117	60	60	70

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**Convention & Visitors - GV Wine Pouring Society**  
**115-350-11**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	0	0	0	0	0
Supplies	4,184	2,159	6,600	1,215	5,600
Maintenance	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>4,184</b>	<b>2,159</b>	<b>6,600</b>	<b>1,215</b>	<b>5,600</b>

**Objectives**

- To serve as Grapevine's ambassadors and a strong volunteer base for festivals and events.
- To create an awareness of Grapevine's wine related attractions and events.
- To enhance the Grapevine experience for festival attendees, convention attendees, and visitors.
- To develop a group of knowledgeable, TABC-certified wine pourers through training.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of events serviced by the Grapevine Wine Pouring Society	31	35	25	25	30
Number of hours of service provided by Grapevine wine pourers	2,315	3,615	2,800	2,800	2,900
Average attendance at monthly Grapevine Wine Pouring Society meetings	75	67	85	85	85
Number of TABC certifications	70	47	90	90	100

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**Convention & Visitors - Visitor Shuttle System**  
**216-350-12**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	208,783	244,470	275,690	225,633	297,070
Supplies	79,357	88,022	121,400	57,159	146,460
Maintenance	20	740	1,500	740	3,500
Services	289,490	230,319	261,028	239,653	278,445
Capital Outlay	0	0	30,000	38,167	44,000
Transfers	594,460	0	0	0	0
<b>Total</b>	<b>1,172,110</b>	<b>563,551</b>	<b>689,618</b>	<b>561,352</b>	<b>769,475</b>

**Objectives**

- Connect hotel guests with Grapevine's attractions, shopping and dining venues.
- Increase visitor expenditures within Grapevine.
- Enhance the visitor experience through affordable shuttle transportation.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Total Ridership for the year	54,834	63,811	65,000	65,000	65,500
Economic Impact of ridership	NA	\$3,914,990	\$3,800,000	\$3,800,000	\$3,850,000

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FY 2015-16 APPROVED OPERATING BUDGET  
FUND 215 - CONVENTION & VISITORS BUREAU INCENTIVES FUND

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Occupancy Taxes - Gaylord	0	1,555,200	1,709,086	1,632,958
Occupancy Taxes - Great Wolf	0	450,000	272,988	472,500
Occupancy Taxes - All (1%)	0	2,191,124	1,861,535	2,300,680
Interest Income	0	3,676	5,648	3,600
Transfers In	0	0	0	0
Total	0	4,200,000	3,849,258	4,409,738

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	0	0	0	0
Supplies	0	0	160,749	133,000
Maintenance	0	0	0	0
Services	0	1,707,600	1,776,794	4,276,738
Transfers Out	0	0	0	0
Capital Outlay	0	0	0	0
Total	0	1,707,600	1,937,542	4,409,738



FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CONVENTION & VISITORS BUREAU INCENTIVES FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
BEGINNING FUND BALANCE:	0	0	3,599,192	3,599,192	5,539,769
OPERATING REVENUE:					
Occupancy Taxes - Gaylord			1,555,200	1,709,086	1,632,958
Occupancy Taxes - Great Wolf			450,000	272,988	472,500
Occupancy Taxes - All (1%)			2,191,124	1,861,535	2,300,680
Interest Income			3,676	5,648	3,600
Total Operating Revenue	0	0	4,200,000	3,878,120	4,409,738
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	0	0	4,200,000	3,878,120	4,409,738
OPERATING EXPENDITURES:					
Personnel		0	0	0	0
Supplies		0	0	160,749	133,000
Maintenance		0	0	0	0
Services		0	1,707,600	1,776,794	4,276,738
Capital Outlay		0	0	0	0
Total Operating Expenditures	0	0	1,707,600	1,937,542	4,409,738
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	0	0	1,707,600	1,937,542	4,409,738
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	0	0	2,492,400	1,940,577	0
ENDING FUND BALANCE:	0	0	6,091,592	5,539,769	5,539,769
RESERVES:					
Reserved for Incentive Packages			1,700,000	1,700,000	4,700,000
Total Reserves			1,700,000	1,700,000	4,700,000
UNENCUMBERED / UNRESERVED FUND BALANCE			4,391,592	3,839,769	839,769

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**CVB Incentives Fund  
215-225-01**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	0	0	0	0	0
Supplies	0	0	0	160,749	133,000
Maintenance	0	0	0	0	0
Services	0	0	1,707,600	1,776,794	4,276,738
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,707,600</b>	<b>1,937,542</b>	<b>4,409,738</b>

**Objectives**

- Expand convention services and increase number of conventions serviced. Services provided include such items as: electronic attendance building; housing bureau; registration staffing; press release distribution; website link; welcome signs; spouse programs; and convention support resources.
- Sell housing bureau services to all conventions requiring multiple hotels to guarantee that occupancy in all Grapevine hotels is maximized.
- Increase the level of visitor services provided at the visitor information kiosk and through convention registration personnel.
- Educate meeting planners on ways the CVB can assist them to promote the convention destination, drive attendance and maximize occupancy.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Economic impact of conventions serviced (in millions)	\$94	\$81	\$85	\$85	\$82
Average hours worked at convention information kiosk (per month)	69	74	80	80	75

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FY 2015-16 APPROVED OPERATING BUDGET  
FUND 116 - STORMWATER DRAINAGE

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Drainage Utility Fees	1,383,959	1,389,412	1,332,884	1,400,392
Interest Income	959	1,166	640	1,000
Interest Income - 2000 C.O.	43	46	65	46
Miscellaneous	-207	0	76,763	0
Transfers In	0	0	0	0
Total	1,384,753	1,390,624	1,410,353	1,401,438

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	466,563	495,598	401,122	483,701
Supplies	35,777	59,700	18,441	44,700
Maintenance	89,869	125,000	96,435	125,000
Services	242,191	260,408	252,931	249,906
Transfers Out	633,444	462,941	449,958	291,926
Capital Outlay	579,704	435,500	551,396	185,000
Total	2,047,548	1,839,147	1,770,284	1,380,233

	2013-14	2014-15	2014-15	2015-16
PERSONNEL SUMMARY: <sup>(1)</sup>	Actual	Budget	Estimate	Approved
Foreman	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Equipment Operator III	2.00	2.00	2.00	2.00
Equipment Operator II	2.00	2.00	2.00	2.00
Equipment Operator I	1.00	1.00	1.00	1.00
GIS Specialist	1.00	1.00	1.00	1.00
Total	8.00	8.00	8.00	8.00

<sup>(1)</sup> In full-time equivalents

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
STORMWATER DRAINAGE UTILITY FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
<b>BEGINNING FUND BALANCE:</b>	3,179,405	2,024,086	1,361,292	1,361,292	1,001,361
<b>OPERATING REVENUE:</b>					
Drainage Utility Fees	1,388,412	1,383,959	1,389,412	1,332,884	1,400,392
Interest Income	3,460	959	1,166	640	1,000
Interest Income - 2000 C.O.	120	43	46	65	46
Miscellaneous	5,600	(207)	0	76,763	0
Total Operating Revenue	1,397,591	1,384,753	1,390,624	1,410,353	1,401,438
<b>TRANSFERS IN:</b>	0	0	0	0	0
<b>TOTAL REVENUE AND TRANSFERS</b>	1,397,591	1,384,753	1,390,624	1,410,353	1,401,438
<b>OPERATING EXPENDITURES:</b>					
Personnel	468,404	466,563	495,598	401,122	483,701
Supplies	36,438	35,777	59,700	18,441	44,700
Maintenance	107,145	89,869	125,000	96,435	125,000
Services	259,307	242,191	260,408	252,931	249,906
Capital Outlay	903,960	579,704	435,500	551,396	185,000
Total Operating Expenditures	1,775,254	1,414,104	1,376,206	1,320,325	1,088,307
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	91,668	104,008	104,206	91,223	105,029
Transfer to Debt Service Fund	113,988	319,436	318,735	318,735	0
Transfer to Equipment Acquisition Fund	572,000	210,000	40,000	40,000	186,897
Total Transfers Out	777,656	633,444	462,941	449,958	291,926
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	2,552,910	2,047,548	1,839,147	1,770,284	1,380,233
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	(1,155,319)	(662,794)	(448,523)	(359,931)	21,205
<b>ENDING FUND BALANCE:</b>	2,024,086	1,361,292	912,769	1,001,361	1,022,566
<b>FUND BALANCE REQUIREMENT:</b>	291,823	232,455	226,226	217,040	178,900

\* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).  
The FY 2015-16 approved Ending Fund Balance represents 344 days of operation.

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FY 2015-16 APPROVED OPERATING BUDGET  
STORMWATER DRAINAGE UTILITY FUND  
DEPARTMENTAL SUMMARY

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	468,404	466,563	495,598	401,122	483,701
Supplies	36,438	35,777	59,700	18,441	44,700
Maintenance	107,145	89,869	125,000	96,435	125,000
Services	259,307	242,191	260,408	252,931	249,906
Capital Outlay	903,960	579,704	435,500	551,396	185,000
Transfers	777,656	633,444	462,941	449,958	291,926
<b>Total</b>	<b>2,552,910</b>	<b>2,047,548</b>	<b>1,839,147</b>	<b>1,770,284</b>	<b>1,380,233</b>

<b><u>SDUS - OPERATIONS</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Street Foreman	1	1	1	1	1
Crew Leader	1	1	1	1	1
Equip Op III	2	2	2	2	2
Equip Op II	2	2	2	2	2
Equip Op I	1	1	1	1	1
GIS Engineer Specialist	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

**Public Works - Stormwater Drainage**  
**116-535-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	468,404	466,563	495,598	401,122	483,701
Supplies	36,438	35,777	59,700	18,441	44,700
Maintenance	107,145	89,869	125,000	96,435	125,000
Services	259,307	242,191	260,408	252,931	249,906
Capital Outlay	903,960	579,704	435,500	551,396	185,000
Transfers	777,656	633,444	462,941	449,958	291,926
<b>Total</b>	<b>2,552,910</b>	<b>2,047,548</b>	<b>1,839,147</b>	<b>1,770,284</b>	<b>1,380,233</b>

**Objectives**

- Excavate, re-grade and re-sod 12,000 linear feet of roadside ditches and outfalls.
- Clean, reset and replace 800 linear feet of reinforced concrete pipe.
- Inspect and clean 950 restricted underground storm sewer structures.
- Respond to citizen concerns in a timely manner, reducing the possibility of recurring flood situations.
- Repair damaged gutter lines reducing the amount of ponding water on curb and gutter streets.
- Perform required erosion control on above-ground drainage facilities.
- Clean and remove brush and debris along bridge embankments at road crossings, reducing the possibility of damage to bridge structures.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Ditch excavation (linear feet)	9,501	12,844	12,000	12,000	12,000
Reset reinforced concrete pipe (linear feet)	1,646	1,698	800	800	800
Clean storm sewer structures (ea)	433	782	950	950	950
Clean debris adjacent to bridges (times / year)	3	3	4	4	4
Sweeping miles	14,539	17,864	17,000	17,000	17,000

FY 2015-16 APPROVED OPERATING BUDGET  
FUND 117 - CRIME CONTROL & PREVENTION

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Sales Tax (1/2 cent)	12,630,599	12,913,790	13,196,743	14,250,000
Commercial Vehicle Enforcement	153,662	200,000	146,165	164,000
Interest Income	760	2,500	2,216	1,000
Transfers In	1,000,000	700,000	700,000	0
Miscellaneous	1,643	0	485	0
Total	13,786,665	13,816,290	14,045,608	14,415,000

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	10,243,314	10,632,541	9,820,914	10,800,997
Supplies	757,899	691,708	646,059	780,660
Maintenance	120,321	138,800	118,899	110,800
Services	2,336,528	2,478,241	2,539,542	2,327,076
Transfers Out	0	0	0	372,479
Capital Outlay	18,080	0	0	0
Total	13,476,141	13,941,290	13,125,414	14,392,012

	2013-14	2014-15	2014-15	2015-16	Personnel <sup>(1)</sup>
EXPENDITURES AND PERSONNEL BY PROGRAM:	Actual	Budget	Estimate	Approved	
Uniform Operations	8,450,458	8,551,182	8,218,602	9,265,098	74.34
Criminal Investigations	2,526,723	2,680,838	2,296,602	2,293,654	23.00
Technical Services	2,456,430	2,657,262	2,573,775	2,811,490	25.00
Commercial Vehicle Enforcement	42,531	52,008	36,435	21,770	1.00
Total	13,476,141	13,941,290	13,125,414	14,392,012	123.34

<sup>(1)</sup> In full-time equivalents

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CRIME CONTROL & PREVENTION DISTRICT

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
<b>BEGINNING FUND BALANCE:</b>	629,144	776,919	1,087,443	1,087,443	2,007,638
<b>OPERATING REVENUE:</b>					
Sales Tax (1/2 cent)	11,958,485	12,630,599	12,913,790	13,196,743	14,250,000
Commercial Vehicle Enforcement	187,226	153,662	200,000	146,165	164,000
Interest Income	2,464	760	2,500	2,216	1,000
Miscellaneous	1,980	1,643	0	485	0
<b>Total Operating Revenue</b>	<b>12,150,154</b>	<b>12,786,665</b>	<b>13,116,290</b>	<b>13,345,608</b>	<b>14,415,000</b>
<b>TRANSFERS IN:</b>					
Transfer from General Fund	1,300,000	1,000,000	700,000	700,000	0
<b>Total Transfers In</b>	<b>1,300,000</b>	<b>1,000,000</b>	<b>700,000</b>	<b>700,000</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>13,450,154</b>	<b>13,786,665</b>	<b>13,816,290</b>	<b>14,045,608</b>	<b>14,415,000</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	9,763,541	10,243,314	10,632,541	9,820,914	10,800,997
Supplies	689,760	757,899	691,708	646,059	780,660
Maintenance	108,975	120,321	138,800	118,899	110,800
Services	2,447,481	2,336,528	2,478,241	2,539,542	2,327,076
Capital Outlay	291,122	18,080	0	0	0
<b>Total Operating Expenditures</b>	<b>13,300,880</b>	<b>13,476,141</b>	<b>13,941,290</b>	<b>13,125,414</b>	<b>14,019,533</b>
<b>TRANSFERS OUT:</b>					
Transfer to Special Revenue Fund	1,500	0	0	0	0
Transfer to Capital Equip. Acquisition Fund	0	0	0	0	372,479
<b>Total Transfers Out</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>372,479</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>13,302,380</b>	<b>13,476,141</b>	<b>13,941,290</b>	<b>13,125,414</b>	<b>14,392,012</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>147,775</b>	<b>310,524</b>	<b>(125,000)</b>	<b>920,195</b>	<b>22,988</b>
<b>ENDING FUND BALANCE:</b>	<b>776,919</b>	<b>1,087,443</b>	<b>962,443</b>	<b>2,007,638</b>	<b>2,030,625</b>



FY 2015-16 APPROVED OPERATING BUDGET  
DEPARTMENTAL SUMMARY  
209 - POLICE

<b>CRIME CONTROL AND PREVENTION DISTRICT FUND ONLY</b>					
<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Uniform Operations	8,378,407	8,450,458	8,551,182	8,182,691	9,265,098
Criminal Investigations	2,426,172	2,526,723	2,680,838	2,289,720	2,293,654
Technical Services	2,459,592	2,456,485	2,657,262	2,558,903	2,811,490
Commercial Vehicle Enforcement	38,208	42,531	52,008	36,435	21,770
<b>Total</b>	<b>13,302,380</b>	<b>13,476,196</b>	<b>13,941,290</b>	<b>13,067,750</b>	<b>14,392,012</b>

<b><u>POLICE</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Police Captain	3	3	3	3	3
Lieutenant	4	4	4	4	4
Sergeant	12	12	12	12	12
Sr. Officer	26	28	33	33	33
Police Officer	40	37	33	33	33
Police Recruit	0	1	0	0	0
Jail Supervisor	1	1	1	1	1
Jailer	5	5	5	5	5
Communications Supervisor	1	1	1	1	1
Dispatch Supervisor	3	3	3	3	3
Telecommunicator	14	14	14	14	14
Technical Services Specialist	1	1	1	1	1
Records Supervisor	1	1	1	1	1
Records Specialist	3	3	3	3	3
Crime Scene Technician II	2	2	1	1	1
Crime Scene Technician I	0	0	1	1	1
Investigative Assistant	1	1	1	1	1
Warrant Clerk	1	1	1	1	1
Community Outreach Center Coord.	0	0	0	0	1
Secretary	3	3	3	3	3
<b>TOTAL FULL-TIME POSITIONS</b>	<b>121.00</b>	<b>121.00</b>	<b>121.00</b>	<b>121.00</b>	<b>122.00</b>

**PART-TIME POSITIONS**

School Crossing Guard	2.34	2.34	2.34	2.34	2.34
<b>TOTAL PART TIME POSITIONS</b>	<b>2.34</b>	<b>2.34</b>	<b>2.34</b>	<b>2.34</b>	<b>2.34</b>

<b>TOTAL CCPD FUND</b>	<b>123.34</b>	<b>123.34</b>	<b>123.34</b>	<b>123.34</b>	<b>124.34</b>
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**CCPD - Uniform Operations  
117-209-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	6,345,575	6,625,877	6,796,442	6,462,155	7,173,014
Supplies	505,171	455,323	490,128	333,576	436,310
Maintenance	2,337	4,467	6,000	2,665	6,000
Services	1,288,509	1,346,711	1,258,612	1,384,295	1,277,295
Capital Outlay	235,316	18,080	0	0	0
Transfers	1,500	0	0	0	372,479
<b>Total</b>	<b>8,378,407</b>	<b>8,450,458</b>	<b>8,551,182</b>	<b>8,182,691</b>	<b>9,265,098</b>

**Objectives**

- Encourage compliance with applicable traffic laws through enforcement.
- Provide proactive enforcement response to specific crime patterns and traffic concerns.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Calls for Service	65,000	44,266	67,500	67,500	75,000
Traffic Stops	32,810	44,380	45,000	45,000	45,000
Traffic Citations	21,450	24,441	24,000	24,000	24,000
DWI Arrests	304	344	325	325	350

**CCPD - Criminal Investigations**  
**117-209-3**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	1,929,721	2,073,924	2,253,299	1,835,297	2,051,948
Supplies	41,508	37,510	55,300	40,857	40,200
Maintenance	0	0	0	0	0
Services	454,943	415,288	372,239	413,567	201,506
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>2,426,172</b>	<b>2,526,723</b>	<b>2,680,838</b>	<b>2,289,720</b>	<b>2,293,654</b>

**Objectives**

- Conduct follow-up investigation on all cases involving an arrest, including traffic and alcohol-related offenses.
- Provide follow-up investigation of all cases with a high solvability factor.
- Track all registered sex offenders in the city to ensure compliance.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Follow-up investigation for 100% of all applicable arrests	1,250	1,069	1,380	1,380	1,300
Follow-up investigation for 100% of all high solvability cases	1,532	1,679	1,620	1,620	1,700
Track all registered sex offenders in the city to ensure compliance.	NA	81	24	24	22

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**CCPD - Technical Services**  
**117-209-4**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	1,462,794	1,505,763	1,542,842	1,489,304	1,576,035
Supplies	139,060	263,263	137,880	231,406	291,280
Maintenance	106,638	115,854	132,800	116,042	104,800
Services	701,866	571,605	843,740	722,151	839,375
Capital Outlay	49,234	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>2,459,592</b>	<b>2,456,485</b>	<b>2,657,262</b>	<b>2,558,903</b>	<b>2,811,490</b>

**Objectives**

- Provide a maximum of a 3-minute response time for Priority 1 calls for service, measured from the beginning of the telephone call to the dispatch of the appropriate unit.
- Provide a maximum of a 4-minute response time to dispatch non-emergency calls for service.
- Conduct five education programs with the Citizen's Police Academy, Grapevine-Colleyville Independent School District and other service organizations.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Average response time for all Priority 1 calls (minutes)	3:00	NA	3:00	3:00	3:00
Average response time for non-emergency calls (minutes)	4:00	NA	4:00	4:00	4:00
Education programs conducted	5	NA	5	5	5

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**CCPD - Commercial Vehicle Enforcement**  
**217-209-9**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	25,452	37,805	39,958	31,032	0
Supplies	4,022	1,803	8,400	481	12,870
Maintenance	0	0	0	0	0
Services	2,163	2,923	3,650	4,923	8,900
Capital Outlay	6,572	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>38,208</b>	<b>42,531</b>	<b>52,008</b>	<b>36,435</b>	<b>21,770</b>

**Objectives**

- Improve the safety of the roadways / freeways within the City limits of Grapevine.
- Stop and inspect commercial vehicles for safety violations (mechanical issues, equipment violations, etc.).

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Commercial Vehicle Enforcement Revenue	\$187,226	\$153,662	\$200,000	\$200,000	\$173,297

FY 2015-16 APPROVED OPERATING BUDGET  
FUND 119 - LAKE PARKS SPECIAL REVENUE

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Boat Ramp Fees	103,222	150,000	50,337	112,500
Pavilion Fees	52,860	60,000	41,664	46,500
Camping Fees	1,525,383	1,525,000	1,010,019	1,162,500
Entrance Fees	392,055	380,000	114,247	292,500
Interest & Misc. Income	136,152	120,000	84,631	111,250
Transfers In	0	0	0	0
Total	2,209,672	2,235,000	1,300,898	1,725,250

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	190,863	151,111	96,102	156,248
Supplies	268,836	156,100	105,547	184,100
Maintenance	197,773	117,500	54,348	111,000
Services	1,248,654	1,211,951	829,441	1,209,091
Transfers Out	491,497	480,389	413,535	121,050
Capital Outlay	91,723	18,000	6,918	81,000
Disaster Recovery	0	0	47,787	0
Total	2,489,347	2,135,051	1,553,678	1,862,489

	2013-14	2014-15	2014-15	2015-16
PERSONNEL SUMMARY: <sup>(1)</sup>	Actual	Budget	Estimate	Approved
Assistant Director of Parks & Recreation	0.500	0.500	0.500	0.500
Lake Parks Foreman	1.000	1.000	1.000	1.000
Crew Worker	1.000	1.000	1.000	1.000
Temporary / Seasonal	0.190	0.190	0.190	0.190
Total	2.690	2.690	2.690	2.690

<sup>(1)</sup> In full-time equivalents

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
LAKE PARKS SPECIAL REVENUE FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
BEGINNING FUND BALANCE:	(958,738)	(820,930)	(1,100,605)	(1,100,605)	(1,353,385)
OPERATING REVENUE:					
Boat Ramp Fees	146,480	103,222	150,000	50,337	112,500
Pavilion Fees	53,110	52,860	60,000	41,664	46,500
Camping Fees	1,369,574	1,525,383	1,525,000	1,010,019	1,162,500
Entrance Fees	345,371	392,055	380,000	114,247	292,500
Merchandise Sales	72,658	85,797	90,000	36,379	71,250
Interest & Misc. Income	53,346	50,355	30,000	48,252	40,000
Total Operating Revenue	2,040,540	2,209,672	2,235,000	1,300,898	1,725,250
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	2,040,540	2,209,672	2,235,000	1,300,898	1,725,250
OPERATING EXPENDITURES:					
Personnel	161,759	190,863	151,111	96,102	156,248
Supplies	226,804	268,836	156,100	105,547	184,100
Maintenance	90,536	197,773	117,500	54,348	111,000
Services	1,095,982	1,248,654	1,211,951	829,441	1,209,091
Capital Outlay	0	91,723	18,000	6,918	81,000
Disaster Recovery	0	0	0	47,787	0
Total Operating Expenditures	1,575,081	1,997,849	1,654,662	1,140,143	1,741,439
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	0	167,524	159,375	92,521	121,050
Transfer to Debt Service Fund	327,651	323,973	321,014	321,014	0
Total Transfers Out	327,651	491,497	480,389	413,535	121,050
TOTAL EXPENDITURES AND TRANSFERS	1,902,732	2,489,347	2,135,051	1,553,678	1,862,489
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	137,808	(279,674)	99,949	(252,780)	(137,239)
ENDING FUND BALANCE:	(820,930)	(1,100,605)	(1,000,656)	(1,353,385)	(1,490,624)

\* A Fund Balance Requirement has not yet been established for the Lake Parks Special Revenue Fund.

FY 2015-16 APPROVED OPERATING BUDGET  
LAKE PARKS SPECIAL REVENUE FUND  
DEPARTMENTAL SUMMARY

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	161,759	190,863	151,111	96,102	156,248
Supplies	226,804	268,836	156,100	105,547	184,100
Maintenance	90,536	197,773	117,500	54,348	111,000
Services	1,095,982	1,248,654	1,211,951	829,441	1,209,091
Capital Outlay	0	91,723	18,000	6,918	81,000
Transfers	327,651	491,497	480,389	413,535	121,050
Disaster Recovery	0	0	0	47,787	0
<b>Total</b>	<b>1,902,732</b>	<b>2,489,347</b>	<b>2,135,051</b>	<b>1,553,678</b>	<b>1,862,489</b>

<b><u>LAKE PARKS FUND</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Assistant Parks & Recreation Director	0.5	0.5	0	0	0
Park Event Manager	0	0	0.5	0.5	0.5
Park Foreman	1	1	0	0	0
Campground Supervisor	0	0	1	1	1
Park Crew Worker	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

**PART-TIME POSITIONS**

Intern	0.19	0.19	0.19	0.19	0.19
<b>TOTAL PART-TIME POSITIONS</b>	<b>0.19</b>	<b>0.19</b>	<b>0.19</b>	<b>0.19</b>	<b>0.19</b>

<b>TOTAL LAKE PARKS POSITIONS</b>	<b>2.69</b>	<b>2.69</b>	<b>2.69</b>	<b>2.69</b>	<b>2.69</b>
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**Parks & Recreation - Lake Parks**  
**119-312-9**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	161,759	190,863	151,111	96,102	156,248
Supplies	226,804	268,836	156,100	105,547	184,100
Maintenance	90,536	197,773	117,500	54,348	111,000
Services	1,095,982	1,248,654	1,211,951	829,441	1,209,091
Capital Outlay	0	91,723	18,000	6,918	81,000
Transfers	327,651	491,497	480,389	413,535	121,050
<b>Total</b>	<b>1,902,732</b>	<b>2,489,347</b>	<b>2,135,051</b>	<b>1,505,891</b>	<b>1,862,489</b>

**Objectives**

- Obtain and maintain high national, state, and professional campground ratings.
- Market / advertise / promote campground to meet 65% occupancy goal.
- Develop a Lake Parks wide marketing program to reduce subsidization of non campground parks.
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Campground occupancy rate	66%	61%	65%	65%	65%
Annual boat ramp passes sold (resident / non-resident)	833 / 411	634 / 331	675 / 375	675 / 375	750/400
Pavilion rentals	201	200	125	125	200
Revenue	\$2,040,540	\$2,209,672	\$2,175,000	\$2,175,000	\$2,287,000
Lake Park Recreation Program Participation	N/A	N/A	N/A	N/A	1,000

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FY 2015-16 APPROVED OPERATING BUDGET  
FUNDS 120 & 122 - 4B TRANSIT & CAPITAL IMPROVEMENTS FUND

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Sales Tax	13,012,488	13,305,644	13,839,252	14,250,000
Interest Income	5,919	27,000	6,331	6,000
Total	13,018,407	13,332,644	13,845,583	14,256,000

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Professional Services	713,534	290,000	43,889	7,046,398
Contractual Services	8,829,174	9,084,424	9,084,424	9,740,000
Capital Outlay	29,498,663	0	0	0
Transfers	2,648,629	3,922,576	3,804,622	3,935,000
Total	41,690,000	13,296,999	12,932,935	20,721,398

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
4B TRANSIT FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
<b>BEGINNING FUND BALANCE:</b>	12,896,954	16,154,778	6,883,186	6,883,186	7,795,834
<b>OPERATING REVENUE:</b>					
Sales Tax	12,290,417	13,012,488	13,305,644	13,839,252	14,250,000
Interest Income	17,649	5,919	27,000	6,331	6,000
Miscellaneous	0	19,500,000	0	0	0
<b>Total Operating Revenue</b>	<b>12,308,066</b>	<b>32,518,407</b>	<b>13,332,644</b>	<b>13,845,583</b>	<b>14,256,000</b>
<b>TRANSFERS IN:</b>					
Transfer in from Visitor Shuttle Fund	244,460	0	0	0	0
<b>Total Transfers In</b>	<b>244,460</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>12,552,526</b>	<b>32,518,407</b>	<b>13,332,644</b>	<b>13,845,583</b>	<b>14,256,000</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	0	0	0	0	0
Supplies	0	0	0	0	0
Services	3,491	713,534	290,000	43,889	7,046,398
Contractual Services - The T 3/8 Cent	8,619,843	8,829,174	9,084,424	9,084,424	9,740,000
Community Distributions	100,000	100,000	0	0	0
Capital Outlay	0	29,498,663	0	0	0
<b>Total Operating Expenditures</b>	<b>8,723,334</b>	<b>39,141,371</b>	<b>9,374,424</b>	<b>9,128,313</b>	<b>16,786,398</b>
<b>TRANSFERS OUT:</b>					
Transfer to Visitor Shuttle Fund	298,819	365,179	344,809	344,809	372,500
Transfer to Economic Development Fund	0	2,000,000	3,326,411	3,459,813	3,562,500
Transfer to General Fund - Admin Fee	272,548	283,450	251,356	0	0
<b>Total Transfers Out</b>	<b>571,368</b>	<b>2,648,629</b>	<b>3,922,576</b>	<b>3,804,622</b>	<b>3,935,000</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>9,294,702</b>	<b>41,790,000</b>	<b>13,296,999</b>	<b>12,932,935</b>	<b>20,721,398</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>3,257,824</b>	<b>(9,271,592)</b>	<b>35,644</b>	<b>912,648</b>	<b>(6,465,398)</b>
<b>ENDING FUND BALANCE:</b>	<b>16,154,778</b>	<b>6,883,186</b>	<b>6,918,830</b>	<b>7,795,834</b>	<b>1,330,436</b>
<b>RESERVES:</b>					
Reserved for Economic Development Projects	2,173,242	638,256	638,256	638,256	638,256
Reserved for Train Station Improvements	13,981,536	6,244,930	6,280,574	7,157,579	692,181
<b>Total Reserves</b>	<b>16,154,778</b>	<b>6,883,186</b>	<b>6,918,830</b>	<b>7,795,834</b>	<b>1,330,436</b>

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**4B Transit and Capital Improvement Funds  
Funds 120 & 122**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	0
Maintenance	0	0	0	0	0
Services	8,723,334	9,642,708	9,374,424	9,128,313	16,786,398
Capital Outlay	0	29,498,663	0	0	0
Transfers	571,368	2,648,629	3,922,576	3,804,622	3,935,000
<b>Total</b>	<b>9,294,702</b>	<b>41,790,000</b>	<b>13,296,999</b>	<b>12,932,935</b>	<b>20,721,398</b>

**Objectives**

- Provide funding for the development of commuter rail service. Voters approved a 3/8-cent sales tax increase that commenced on April 1, 2007.
- Accumulate funding for the land acquisition, design, construction and operation of a passenger rail station.
- Provide funding for 50% of the operations of the Grapevine Visitor Shuttle system.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Contractual payments to the the Fort Worth Transit Authority (The "T")	8,619,843	8,829,174	9,084,424	9,084,424	9,740,000
Reserved for Train Station Improvements	13,981,536	6,244,930	6,280,574	7,157,579	692,181
Transfers to Grapevine Visitor Shuttle system	298,819	365,179	344,809	344,809	372,500

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FY 2015-16 APPROVED OPERATING BUDGET  
FUND 124 - ECONOMIC DEVELOPMENT

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Interest Income	1,416	20,000	4,405	16,197
Transfers In	4,000,000	3,326,411	3,459,813	3,562,500
Total	4,001,416	3,346,411	3,464,218	3,578,697

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	41,541	434,903	378,530	443,923
Supplies	3,733	15,000	14,133	7,800
Maintenance	0	0	0	0
Services	46,546	981,900	571,626	1,184,062
Transfers Out	0	1,632,027	1,883,383	1,857,087
Capital Outlay	0	0	0	0
Total	91,820	3,063,830	2,847,671	3,492,872

	2013-14	2014-15	2014-15	2015-16
PERSONNEL SUMMARY: <sup>(1)</sup>	Actual	Budget	Estimate	Approved
Director of Economic Development	0.500	1.000	1.000	1.000
Development Manager	1.000	1.000	1.000	1.000
Economic Development Coordinator	1.000	1.000	1.000	1.000
Administrative Secretary	0.000	0.500	0.500	0.500
Total	2.500	3.500	3.500	3.500

<sup>(1)</sup> In full-time equivalents

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
ECONOMIC DEVELOPMENT FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
BEGINNING FUND BALANCE:	0	0	3,909,596	3,909,596	4,526,143
OPERATING REVENUE:					
Interest Income		1,416	20,000	4,405	16,197
Total Operating Revenue	0	1,416	20,000	4,405	16,197
TRANSFERS IN:					
Transfer in from General Fund		1,000,000			
Transfer in from 4B Fund		2,000,000	3,326,411	3,459,813	3,562,500
Transfer in from TIF 1 Fund		1,000,000			
	0	4,000,000	3,326,411	3,459,813	3,562,500
TOTAL REVENUE AND TRANSFERS	0	4,001,416	3,346,411	3,464,218	3,578,697
OPERATING EXPENDITURES:					
Personnel	0	41,541	434,903	378,530	443,923
Supplies	0	3,733	15,000	14,133	7,800
Services	0	46,546	981,900	571,626	1,184,062
Total Operating Expenditures	0	91,820	1,431,803	964,288	1,635,785
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	0	0	0	251,356	261,651
Transfer to Debt Service Fund	0	0	1,594,027	1,594,027	1,595,436
Transfer to Capital Equip Fund	0	0	38,000	38,000	0
Total Transfers Out	0	0	1,632,027	1,883,383	1,857,087
TOTAL EXPENDITURES AND TRANSFERS	0	91,820	3,063,830	2,847,671	3,492,872
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	0	3,909,596	282,581	616,547	85,825
ENDING FUND BALANCE:	0	3,909,596	4,192,177	4,526,143	4,611,968



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**Economic Development**

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The Economic Development Department provides assistance in business attraction, relocation, and retention for the City of Grapevine. The department will plan, market, and direct the business recruitment, retention, and expansion programs for the City. Identifying quality business prospects and creating and executing successful marketing campaigns to attract those businesses to Grapevine is a top priority.

Departmental goals include maintaining positive relationships with developers, brokers, and other business professionals in order to encourage business expansion consistent with the City's mission and vision. The department also serves as a liaison between new businesses and City departments to assist with required permitting, utility service arrangements, building and fire codes, and zoning and occupancy issues.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Local business visits	112
Network and retention events attended	23
Leads obtained from network and retention events	41
Social media posts	190

**Economic Development Fund  
124-124-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	0	41,541	434,903	378,530	443,923
Supplies	0	3,733	15,000	14,133	7,800
Services	0	46,546	981,900	571,626	1,184,062
Transfers	0	0	1,632,027	1,883,383	1,857,087
<b>Total</b>	<b>0</b>	<b>91,820</b>	<b>3,063,830</b>	<b>2,847,671</b>	<b>3,492,872</b>

**Objectives**

The Economic Development Department provides assistance in business attraction, relocation, and retention for the City of Grapevine. The department will plan, market, and direct the business - recruitment, retention, and expansion programs for the City. Identifying quality business prospects and creating and executing successful marketing campaigns to attract those businesses to Grapevine is a top priority.

Departmental goals include maintaining positive relationships with developers, brokers, and other business professionals in order to encourage business expansion consistent with the City's mission and - vision. The department also serves as a liaison between new businesses and City departments to assist with required permitting, utility service arrangements, building and fire codes, and zoning and occupancy issues.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
<b>Support Targeted real estate development:</b>					
- Complete a market and site context analysis		1	1	1	1
<b>Business retention and new business development:</b>					
- Local business visits		25	25	25	45
- Broker meetings		6	6	6	10
- Presentations to Chamber of Commerce and ED partnership meetings		12	12	12	12
- Network and retention events attended		12	12	12	18
- Leads obtained from network and retention events		25	25	25	35
- Trade shows attended		2	2	2	5
- Social media posts		25	25	25	1,000
<b>Market analysis and trends:</b>					
- Retail and transit oriented development study		1	1	1	1



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CITY OF GRAPEVINE, TEXAS  
FY 2015-16 APPROVED OPERATING BUDGET  
SUMMARY TABLE OF ALL FUNDS

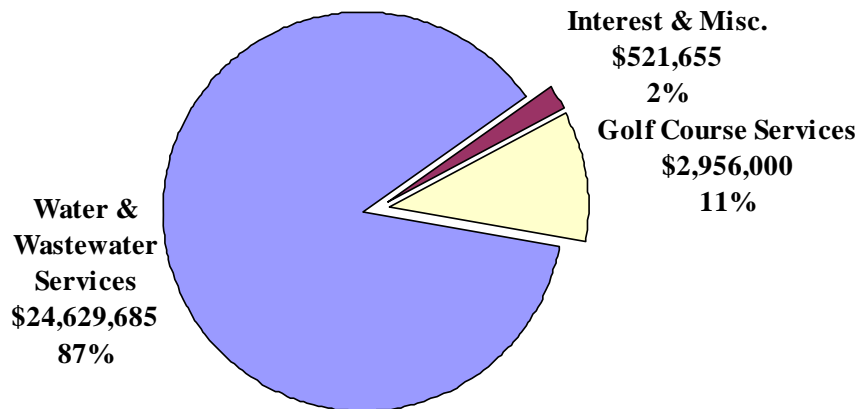
**-- ENTERPRISE FUNDS --**

	Utility Enterprise Fund	Lake Enterprise Fund	Total All Funds
<hr/>			
REVENUES AND OTHER FINANCING SOURCES:			
Charges for Services	24,629,685	2,956,000	27,585,685
Interest Income	50,000	155	50,155
Miscellaneous	250,000	221,500	471,500
<hr/>			
Total Revenues	24,929,685	3,177,655	28,107,340
 EXPENDITURES AND OTHER FINANCING USES:			
Personnel	3,247,519	1,340,568	4,588,087
Supplies	766,649	363,513	1,130,162
Maintenance	428,719	127,676	556,395
Services	13,847,529	634,777	14,482,306
Debt Service	2,371,794		2,371,794
Transfers Out	1,872,400	114,000	1,986,400
Capital Outlay	1,727,750	365,998	2,093,748
<hr/>			
Total Expenditures	24,262,360	2,946,532	27,208,892
NET CHANGE IN FUND BALANCE	667,325	231,123	898,448
BEGINNING FUND BALANCE	8,989,936	(3,629,296)	5,360,640
ENDING FUND BALANCE	9,657,261	(3,398,173)	6,259,088

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## REVENUE FUNDING SOURCES

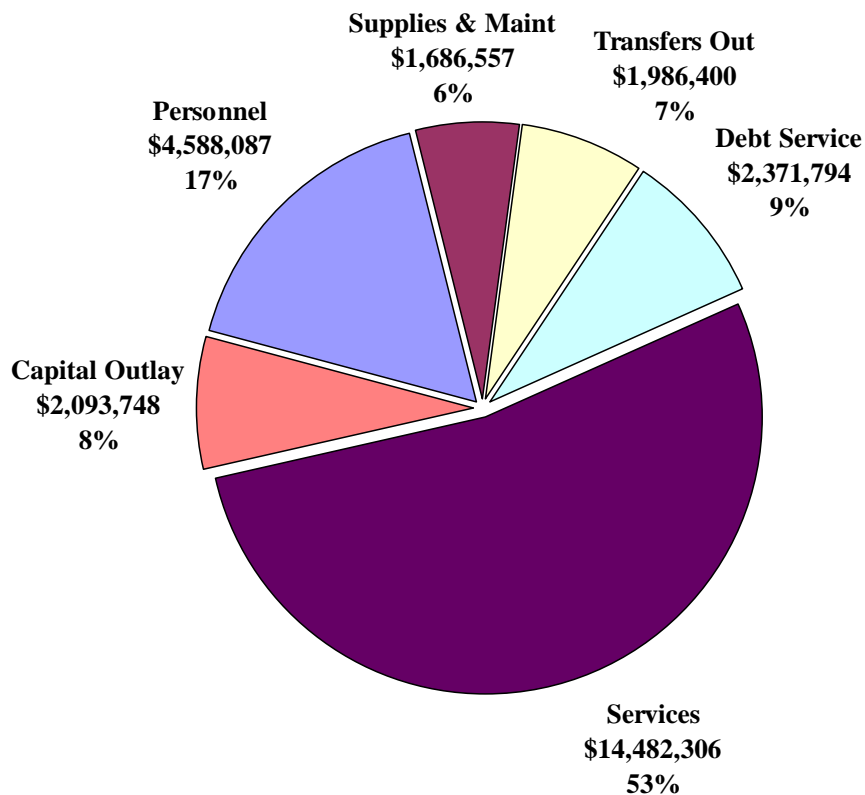
"Where The Money Comes From"



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## EXPENDITURE FUNDING USES

"Where the Money Goes"



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## **Revenue and Other Financing Sources**

FY16 revenue is budgeted at \$28.1 million, an increase of \$271,000 (1%) from the previous year's budget. A vast majority (97%) consists of charges for services, which represent water and wastewater services in the Utility fund, and golf course services in the Lake Enterprise fund.

**Water Sales** are budgeted at \$15.8 million, up \$300,000 from last year's budget of \$15.5 million. Water sales in FY15 were \$12.5 million and represented a 5% decrease from the previous year, due in large part to the record rainfall in the spring of 2015. In addition, Council approved a 3% water rate increase for FY16.

<b>WATER SALES</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$11,364,424	\$13,124,652	\$12,333,770	\$12,058,529	\$13,215,522	\$12,495,911
Gain / (Loss)	\$109,393	\$1,760,228	(\$790,882)	(\$275,241)	\$1,156,993	(\$719,611)
% Change	1%	15%	-6%	-2%	10%	-5%

**Wastewater Charges** are budgeted at \$8.6 million, and represent a \$400,000 increase from the previous year. Revenue in this category decreased by \$351,000 million last year, which represents a change of -5%. Council approved a 3% sewer rate increase for FY16. Combined water and wastewater charges represent 86% of revenue in the Enterprise Funds category.

<b>WASTEWATER SALES</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$6,208,943	\$6,526,868	\$6,533,301	\$6,629,881	\$7,645,169	\$7,293,932
Gain / (Loss)	(\$84,989)	\$317,925	\$6,433	\$96,580	\$1,015,288	(\$351,237)
% Change	-1%	5%	0.1%	1%	15%	-5%

**Golf Course Green Fees** are budgeted at \$1.5 million and remain virtually unchanged from the previous year. Actual green fee revenue in FY15 totaled \$1 million and represented a decrease of -31% from the previous year, as the record rainfall and subsequent flooding necessitated the closing of the golf course for six weeks in 2015.

<b>GOLF COURSE GREEN FEES</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Collections	\$1,407,842	\$1,533,159	\$1,566,778	\$1,525,024	\$1,471,201	\$1,009,243
Gain / (Loss)	(\$216,548)	\$125,317	\$33,619	(\$41,754)	(\$53,823)	(\$461,958)
% Change	-13%	9%	2%	-3%	-4%	-31%

The number of golf rounds played in FY15 was 48,689 and represented a decrease of -29% from the previous year's total of 68,368.

<b>GOLF ROUNDS PLAYED</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Rounds	58,011	65,852	70,559	69,008	68,368	48,689
Gain / (Loss)	(6,823)	7,841	4,707	(1,551)	(640)	(19,679)
% Change	-11%	14%	7%	-2%	-1%	-29%

### **Expenditures and Other Financing Uses**

Expenditures of Enterprise funds in FY16 are budgeted at \$27.2 million and represent an increase of \$232,000 (1%) from the prior year budget. Utility fund operations account for 87% of the total, while Golf course operations account for 13%.

*Personnel* expenses are budgeted at \$4.5 million, an increase of \$5,000 from the previous year. Although there is a 3% merit salary increase included for FY16, retirements and staff turnover has significantly lessened the financial impact. Personnel expenses in the Utility fund, budgeted at \$3.2 million in FY16, account for 70% of total personnel costs.

<b>ENTERPRISE FUND PERSONNEL COSTS</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Utility Fund	\$2,855,044	\$2,721,600	\$2,830,002	\$2,916,458	\$3,064,911	\$2,966,058
Golf Fund	\$1,367,684	\$1,281,797	\$1,253,907	\$1,287,063	\$1,114,299	\$1,132,925
Total	\$4,222,728	\$4,003,397	\$4,083,909	\$4,203,521	\$4,179,210	\$4,098,983
Increase / (Decrease)	\$101,370	(\$219,331)	\$80,512	\$119,612	(\$24,311)	(\$80,227)
% Change	2%	-5%	2.0%	2.9%	-0.6%	-1.9%

Personnel costs in FY15 totaled \$4.1 million and represented a decrease of \$80,227 (-1.9%) from the previous year. Total authorized positions in FY16 are 77.42 FTE.

*Services* are budgeted at \$14.5 million, and represent a decrease of \$300,000 (-2.5%) from the prior year. In the Golf fund, the Pro Shop has taken over operation of the practice range and merchandise sales, which were formally privatized. The cost of this operation is budgeted at \$147,000.

Utility costs for FY16 are budgeted at \$995,000 and represent a decrease of \$5,000 from the previous year's budget. Actual utility expenses in FY15 were \$904,273 and represented an increase of 4% from FY14.

<b>ENTERPRISE FUND</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
<b>UTILITY COSTS</b>						
Utility Fund	\$815,087	\$934,907	\$779,957	\$870,740	\$671,882	\$724,281
Golf Fund	\$186,373	\$233,581	\$211,102	\$230,899	\$198,745	\$179,992
Total	\$1,001,460	\$1,168,488	\$991,059	\$1,101,639	\$870,627	\$904,273
Increase / (Decrease)	(\$99,727)	\$167,028	(\$177,429)	\$110,580	(\$231,012)	\$33,646
% Change	-9%	17%	-15%	11%	-21%	4%

Purchase/Storage & Treatment costs are budgeted at \$10.8 million, an increase of \$83,000 from the previous year. The Trinity River Authority (TRA) is raising the rate it charges the City by 3% in FY16. Actual expenditures in FY15 totaled \$8.7 million and represented a decrease of \$38,239 from the previous year. The FY16 projection includes water purchases from TRA of 7.2 mgd; raw water purchases from the City of Dallas for irrigation of the golf course and ball fields of 1.8 mgd; and wastewater return flow purchases from the Dallas County Park Cities Municipal Utility District of 3.49 mgd.

<b>PURCHASE / STORAGE &amp; TREATMENT</b>	<b><u>FY-2010</u></b>	<b><u>FY-2011</u></b>	<b><u>FY-2012</u></b>	<b><u>FY-2013</u></b>	<b><u>FY-2014</u></b>	<b><u>FY-2015</u></b>
Water	\$6,597,537	\$7,468,556	\$6,479,836	\$7,307,104	\$7,497,617	\$6,801,987
Wastewater	\$985,005	\$1,046,824	\$820,311	\$1,205,070	\$1,298,730	\$1,956,121
Total	\$7,582,542	\$8,515,380	\$7,300,147	\$8,512,174	\$8,796,347	\$8,758,108
Increase / (Decrease)	\$590,038	\$932,838	(\$1,215,233)	\$1,212,027	\$284,173	(\$38,239)
% Change	8%	12%	-14%	17%	3%	0%

**Transfers Out** are budgeted at \$1.9 million and is comprised of the 7.5% administrative fee to the General fund (\$1.8 million from Utility and \$114,000 from Golf). Actual expenditures in FY15 totaled \$1.37 million.

**Debt Service** expenditures are budgeted at \$2.3 million, up \$200,000 from the previous year. Debt service expenditures are comprised of principal and interest payments on outstanding waterworks and sewer revenue bonds, principal and interest payments on outstanding golf course certificates of obligation, paying agent fees, bond issuance costs, and arbitrage fees (if applicable).

Total outstanding debt is \$7.5 million, a decrease of \$2.2 million from the previous year, as the 2010 refunding of a portion of utility debt has contributed to the decrease.

FY 2015-16 APPROVED OPERATING BUDGET  
FUND 200 - UTILITY ENTERPRISE

**- Budget At-A-Glance -**

REVENUE AND OTHER FINANCING SOURCES:	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
Water Sales	13,215,522	15,565,450	12,495,911	15,789,592
Wastewater Sales	7,645,169	8,207,960	7,293,932	8,592,093
Tap & Inspection Fees	146,079	48,000	109,945	48,000
Reconnects & Transfers	198,860	200,000	202,676	200,000
Interest Income	13,712	175,000	19,690	50,000
Transfers In	45,350	0	0	0
Miscellaneous	981,418	335,000	765,564	250,000
Total	22,246,110	24,531,410	20,887,718	24,929,685

EXPENDITURES AND OTHER FINANCING USES:	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
Personnel	3,064,911	3,180,498	2,966,058	3,247,519
Supplies	631,773	789,874	541,283	766,649
Maintenance	686,559	423,109	388,443	428,719
Services	11,745,493	13,966,743	11,643,872	13,847,529
Debt Service	2,916,168	1,734,325	1,216,734	2,371,794
Permanent Capital Maintenance	655,037	1,000,000	404,936	1,000,000
Transfers Out	1,595,766	1,814,731	1,310,978	1,872,400
Capital Outlay	0	707,000	628,988	727,750
Total	21,295,707	23,616,280	19,101,292	24,262,360

EXPENDITURES AND PERSONNEL BY PROGRAM:	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved	Personnel <sup>(1)</sup>
Water Distribution	2,787,742	1,426,550	1,387,781	1,502,470	14.50
Water Treatment	9,076,784	10,965,868	8,525,877	10,973,394	12.00
Utility Billing	508,772	493,711	520,368	659,517	5.28
Wastewater Collection	1,077,174	1,229,177	1,081,204	1,522,194	10.00
Wastewater Treatment	3,563,845	3,226,683	3,154,170	3,043,125	9.50
Utility Administrative Services	3,626,353	5,274,291	4,026,957	5,561,660	0.00
Permanent Capital Maintenance	655,037	1,000,000	404,936	1,000,000	0.00
Total	21,295,707	23,616,280	19,101,292	24,262,360	51.28

<sup>(1)</sup> In full-time equivalents

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
UTILITY ENTERPRISE FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
BEGINNING WORKING CAPITAL:	6,625,733	6,253,108	7,203,511	7,203,511	8,989,936
OPERATING REVENUE:					
Water Sales	12,058,529	13,215,522	15,565,450	12,495,911	15,789,592
Wastewater Sales	6,629,881	7,645,169	8,207,960	7,293,932	8,592,093
Tap & Inspection Fees	137,145	146,079	48,000	109,945	48,000
Reconnects & Transfers	180,945	198,860	200,000	202,676	200,000
Interest Income	139,910	13,712	175,000	19,690	50,000
Miscellaneous Income	559,582	981,418	335,000	765,564	250,000
Total Operating Revenue	19,705,991	22,200,760	24,531,410	20,887,718	24,929,685
TRANSFERS IN:	0	45,350	0	0	0
TOTAL REVENUE AND TRANSFERS	19,705,991	22,246,110	24,531,410	20,887,718	24,929,685
OPERATING EXPENDITURES:					
Personnel	2,916,458	3,064,911	3,180,498	2,966,058	3,247,519
Supplies	632,368	631,773	789,874	541,283	766,649
Maintenance	433,868	686,559	423,109	388,443	428,719
Services	11,635,415	11,745,493	13,966,743	11,643,872	13,847,529
Debt Service	2,859,089	2,916,168	1,734,325	1,216,734	2,371,794
Permanent Capital Maint.	329,694	655,037	1,000,000	404,936	1,000,000
Capital Outlay	0	0	707,000	628,988	727,750
Total Expenditures	18,806,893	19,699,941	21,801,549	17,790,314	22,389,960
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	1,271,724	1,595,766	1,814,731	1,310,978	1,850,976
Transfer to Capital Equipment Fund	0	0	0	0	21,424
Total Transfers Out	1,271,724	1,595,766	1,814,731	1,310,978	1,872,400
TOTAL EXPENDITURES AND TRANSFERS	20,078,616	21,295,707	23,616,280	19,101,292	24,262,360
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	(372,625)	950,403	915,130	1,786,426	667,325
ENDING WORKING CAPITAL:	6,253,108	7,203,511	8,118,641	8,989,936	9,657,261
FUND BALANCE REQUIREMENT:	3,091,544	3,238,346	3,583,816	2,924,435	3,680,541

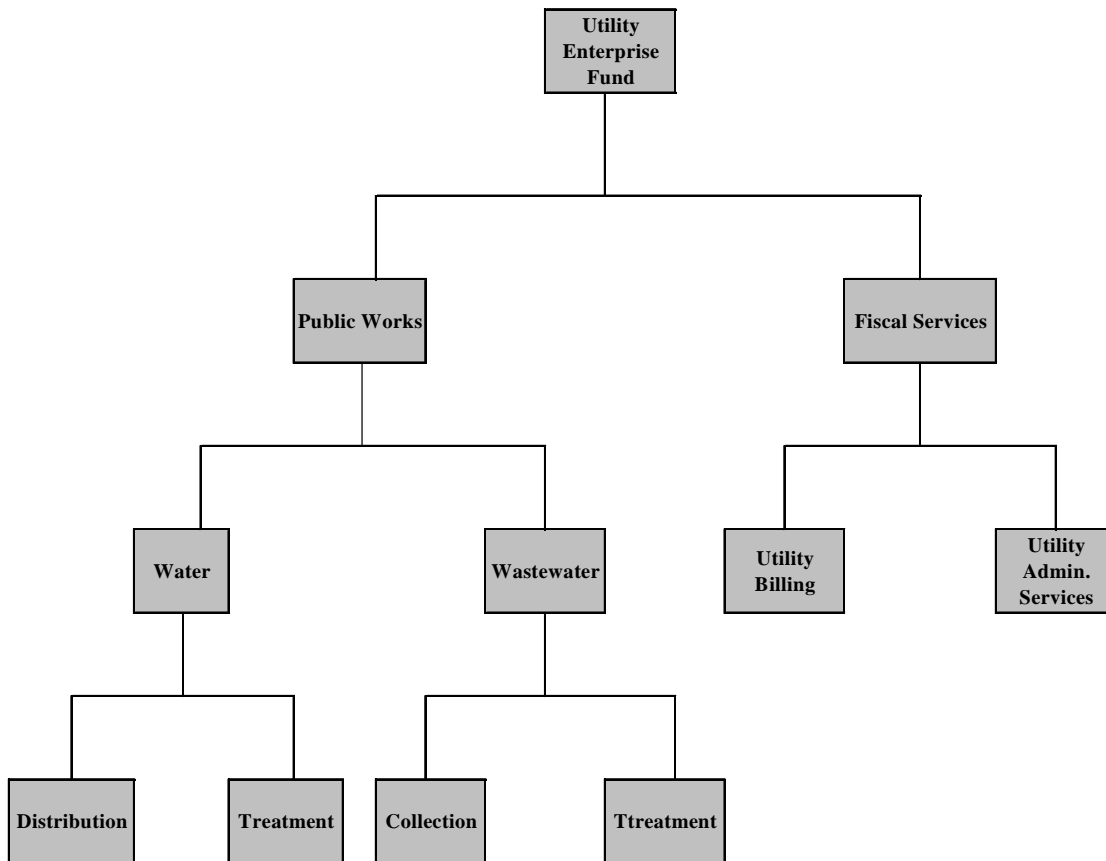
\* Fund balance requirement is 16% of total net budgeted expenses or 60 days of operation.  
The FY 2015-16 projected Ending Working Capital Balance represents **157** days of operation.



**Water / Wastewater / Utility Billing**

The Water and Wastewater Utilities Division within Public Works is responsible for wastewater treatment and collection and water treatment and distribution for the City of Grapevine. The water distribution system delivers a safe and adequate supply of drinking water from the treatment plants. Our staff also reads and maintains more than 13,864 water meters and provides the City's Utility Billing Department with monthly billing information. Wastewater Treatment responsibilities include the safe treatment and disposal of bio-solids to landfill and providing wastewater treatment in an efficient and cost-effective manner. Wastewater Collection responsibilities include the operation and maintenance of the wastewater collection system to minimize wastewater stoppages and safely deliver wastewater from the customers to the treatment plants, while providing the citizens of Grapevine with a high level of service.

The Utility Billing Office manages the City's billing for water, wastewater, recycling and trash service. Responsibilities include establishing new accounts, customer inquiries, and providing trash and recycling service information to new customers.



**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Number of water connections	23,369
Average daily water consumption (MGD)	9.93
Water mains (miles)	292
Number of sewer connections	13,307
Sewer lines (miles)	225
Number of refuse connections	12,069



FY 2015-16 APPROVED OPERATING BUDGET  
UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY  
BY DIVISION

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Water Distribution	2,427,741	2,686,587	1,426,550	1,387,781	1,502,470
Water Treatment	8,905,310	9,177,939	10,965,868	8,525,877	10,973,394
Utility Billing	487,709	508,772	526,711	520,368	659,517
Wastewater Collection	1,324,856	1,077,174	1,229,177	1,081,204	1,522,194
Wastewater Treatment	3,225,861	3,563,845	3,226,683	3,154,170	3,043,125
Utility Administrative Services	3,377,446	3,626,353	5,274,291	4,026,957	5,561,660
Permanent Capital Maintenance	329,694	655,037	1,000,000	404,936	1,000,000
<b>Total</b>	<b>20,078,616</b>	<b>21,295,707</b>	<b>23,649,280</b>	<b>19,101,292</b>	<b>24,262,360</b>

<b><u>PUB WKS - WATER DISTRIBUTION</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Director of Public Works	0.5	0.5	0.5	0.5	0.5
Assistant Public Works Director/Operations	0.5	0.5	0.5	0.5	0.5
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
WO System Data Coordinator	0.5	0.5	0.5	0.5	0.5
GIS Engineering Coordinator	0	0.5	0.5	0.5	0.5
Utility Service Coordinator	1	1	1	1	1
Water Crew Leader	3	3	3	3	3
Sr Meter Reader	1	1	1	1	1
Meter Reader	2	2	2	2	2
Equipment Operator II	1	1	1	1	1
Equipment Operator I	3	3	3	3	3
Customer Service Technician	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>14.00</b>	<b>14.50</b>	<b>14.50</b>	<b>14.50</b>	<b>14.50</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>14.00</b>	<b>14.50</b>	<b>14.50</b>	<b>14.50</b>	<b>14.50</b>
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<b><u>PUB WKS - WATER TREATMENT</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
W/WW Plant Manager	0	0	0.5	0.5	0.5
Utility Manager	1	1	1	1	1
Water Plant Manager	1	1	0	0	0
Assistant Water Plant Manager	1	1	1	1	1
Water Quality Tech	0	0	1	1	1
Water Plant Shift Supervisor	2	2	2	2	2
Plant Operator	5	5	5	5	5
Plant Mechanic II	1	1	1	1	1
Plant Operator Trainee	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>12.00</b>	<b>12.00</b>	<b>12.50</b>	<b>12.50</b>	<b>12.50</b>

FY 2015-16 APPROVED OPERATING BUDGET  
UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY  
BY DIVISION

<b><u>PUB WKS - WW COLLECTION</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Utility Service Coordinator	1	1	1	1
Sr. Civil Engineer	0.5	0.5	0.5	0.5
GIS Engineering Coordinator	0	0.5	0.5	0.5
Equipment Operator III	1	1	1	1
Equipment Operator II	1	1	1	1
Equipment Operator I	2	2	2	2
Crew Leader	3	3	3	3
Crew Worker	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>9.50</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

<b><u>PUBLIC WORKS - WW TREATMENT</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Deputy Director of Public Works	0.5	0.5	0.5	0.5
Wastewater Plant Manager	1	1	1	1
Chief Operator	1	1	1	1
Plant Operator	5	5	5	5
Plant Mechanic II	1	1	1	1
Plant Operator Trainee	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>9.50</b>	<b>9.50</b>	<b>9.50</b>	<b>9.50</b>

<b><u>UTILITY BILLING</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Accountant III	0	0	0.5	0.5
Utility Billing Supervisor	1	1	0	0
Utility Billing Customer Svc. Supv.	0	0	1	1
Utility Billing Technician	1	1	1	1
Customer Service Representative	1	1	0	0
Billing Clerk	2	2	2	2
A/P Clerk	0.5	0.5	0.5	0.5
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.50</b>	<b>5.50</b>	<b>5.00</b>	<b>5.00</b>

**PART-TIME POSITIONS**

Clerk				
Mail Carriers	0.3	0.275	0.275	0.275
<b>TOTAL PART-TIME POSITIONS</b>	<b>0.30</b>	<b>0.28</b>	<b>0.28</b>	<b>0.28</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>5.80</b>	<b>5.78</b>	<b>5.28</b>	<b>5.28</b>
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<b>TOTAL UTILITY FUND</b>	<b>50.80</b>	<b>51.78</b>	<b>51.28</b>	<b>51.28</b>
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**Public Works - Water Distribution**  
**200-530-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	856,139	968,796	932,322	942,241	932,931
Supplies	64,656	58,644	74,138	52,831	74,138
Maintenance	112,421	308,225	136,519	111,929	136,519
Services	58,213	48,969	69,571	82,821	91,382
Capital Outlay	184,789	200,216	214,000	197,959	267,500
<b>Total</b>	<b>2,427,741</b>	<b>2,686,587</b>	<b>1,426,550</b>	<b>1,387,781</b>	<b>1,502,470</b>

**Objectives**

- Field test large water meters to improve accuracy and reduce unaccounted for water.
- Decrease water loss due to leaks in the distribution system.
- Decrease downtime for planned and emergency shutoffs.
- Maintain water quality in the distribution system by flushing dead-end lines and system-wide flushing (required by the Texas Commission on Environmental Quality).
- Update water maps and coordinate valve locations utilizing GPS data collectors.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Meter change outs due to failure or inaccuracy (< 1% of total meters)	256	309	<140	<140	<140
Unaccounted water loss	-2.90%	0.23%	3.00%	3.00%	3.00%
Meter reading accuracy	99%	99.85%	99%	99%	99%
Cycle main line valves system wide	1,300	557	1,000	1,000	1,000
Flush entire water system annually	0	1 x Year	1 x Year	1 x Year	1 x Year
Emergency callout response time (minutes)	120	30	30	30	30
Flush dead-end water mains at minimum rate of 3 CFS	780 159 per month		Monthly	Monthly	Monthly
Water meter change outs (per month)	577	401	118	118	118
Clean and inspect elevated and ground water storage tanks (x per year)	0	7	1 x Year	1 x Year	1 x Year

**Public Works - Water Treatment**  
**200-530-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	695,818	735,425	773,337	703,951	797,342
Supplies	303,087	300,289	382,346	238,236	381,346
Maintenance	57,901	102,595	60,215	57,089	60,215
Services	7,844,100	7,930,777	9,449,970	7,270,045	9,734,491
Capital Outlay	0	101,155	300,000	256,556	0
<b>Total</b>	<b>8,905,310</b>	<b>9,177,939</b>	<b>10,965,868</b>	<b>8,525,877</b>	<b>10,973,394</b>

**Objectives**

- Provide water conservation education to effectively manage water resources.
- Comply with EPA and the TCEQ regulations.
- Maintain turbidity <0.10 NTUs
- Maintain levels below 80 mg/l for TTHMs and 60 mg/l for HHA5s.
- Total organic compounds compliance, using any of the three methods required by the TCEQ.
- Cross-train two operators per year in wastewater treatment.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
TOC compliance	100%	100%	100%	100%	100%
Average NTU / turbidity level	0.070	0.066	<0.10	<0.10	<0.10
Average manganese level	0.010	0.009	0.010	0.010	0.010
THM / HHA5s formation limit	34.4 / 17.2	37.1 / 16.5	< 50 / 30	< 50 / 30	<50/30
Distribution system bacteriological samples per month	52.5	50.0	50.0	50.0	50.0
In-house safety inspections per year	12	12	12	12	12
Plant operators cross-trained per year	0	0	2	2	2
Plant water pumping capacity available (million gallons per day)	8.000	7.450	8.000	8.000	8.000
Maintenance costs (quarterly) per million gallons of water treated	\$39.01	\$50.22	<\$38.00	<\$38.00	<\$38.00

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**Fiscal Services - Utility Billing**  
**200-530-3**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	289,705	256,849	283,286	267,444	294,711
Supplies	84,770	90,017	106,000	88,326	110,675
Maintenance	0	500	150	730	400
Services	113,233	161,406	137,275	163,868	253,731
Capital Outlay	0	0	0	0	0
<b>Total</b>	<b>487,709</b>	<b>508,772</b>	<b>526,711</b>	<b>520,368</b>	<b>659,517</b>

**Objectives**

- Post customer collections and process work orders in a timely and accurate manner.
- Present a courteous and friendly demeanor to the public at all times.
- Monitor water and sewer reading routes on a regular basis to ensure that billings are accurate and reports are reconciled monthly.
- Process all billing cycles in a timely manner and report delinquent accounts to credit reporting agencies in a timely manner.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Average active residential accounts per month	12,409	12,223	12,500	12,500	13,600
Average active non-residential accounts per month	2,561	1,997	2,000	2,000	2,199
Average cut-off notices per month	1,098	1,140	1,020	1,020	1,000

**Public Works - Wastewater Collection**  
**200-531-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	575,047	578,024	626,836	553,412	660,134
Supplies	90,800	94,692	114,450	64,077	86,450
Maintenance	153,048	154,541	140,600	130,993	145,600
Services	153,517	128,371	154,291	158,248	169,760
Capital Outlay	326,904	112,552	193,000	174,473	460,250
<b>Total</b>	<b>1,324,856</b>	<b>1,077,174</b>	<b>1,229,177</b>	<b>1,081,204</b>	<b>1,522,194</b>

**Objectives**

- Continue eradication of inflow and infiltration (I&I) sources in an effort to reduce the wastewater stream.
- Maintain lift stations to the best mechanical working condition to eliminate sanitary sewer overflows.
- Maintain sewer lines to eliminate sanitary sewer overflows.
- Update wastewater maps to provide accurate data for inspection, repair and location.
- Maintain and repair 226.6 miles of sanitary sewer lines, 3,218 manholes and 32 wastewater lift stations.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Pull and inspect lift station pumps	68	65	61	61	61
Reportable sanitary sewer overflows	9	7	0	0	0
Identify and repair I&I problem areas	37	36	36	36	36
Smoke testing of sewer lines (linear feet)	51,743	54,030	53,000	53,000	53,000
Sewer manholes inspected	1,053	726	322	322	322
Sewer manholes repaired	37	36	33	33	33
Sewer manholes rehabbed	34	36	33	33	33
Clean and inspect lift station wet wells	45	36	30	30	30
TV inspection of sewer lines in linear feet	50,819	60,509	53,000	53,000	53,000
Linear feet of sewer lines cleaned	946,864	789,421	607,200	607,200	607,200
Daily inspections of lift stations	365	365	365	365	365
Emergency callout response time (min.)	30	30	30	30	30

**Public Works - Wastewater Treatment**  
**200-531-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	499,748	525,817	564,717	499,011	562,401
Supplies	88,830	88,131	110,340	88,925	111,440
Maintenance	110,498	120,698	85,625	87,356	85,985
Services	1,807,188	1,788,081	2,466,001	2,478,877	2,283,299
Capital Outlay	0	0	0	0	0
<b>Total</b>	<b>3,225,861</b>	<b>3,563,845</b>	<b>3,226,683</b>	<b>3,154,170</b>	<b>3,043,125</b>

**Objectives**

- Meet and/or exceeds TPDES permit and EPA requirements.
- Reduce volatile organic to 39% in bio-solids to achieve a Class B sludge to landfill.
- Cross-train two operators per year in water treatment.
- Reduce bio-solids hauls to <145 loads per quarter.
- Maintain Wastewater Plant equipment, to insure equipment downtime is reduced.
- Operate plant efficiently to minimize odor complaints.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Cross-trained operators per year	0	2	1	1	1
Ammonia mg/l Summer / Ammonia mg/l Winter Ammonia Nitrogen Seasonal (Permit)	<2.3/3.0	1.50	<1.5 / 3.0	<1.5 / 3.0	<1.5 / 3.0
BOD mg/l	4	4.49	<5	<5	<5
TSS mg/l	9	8.47	<5	<5	<5
Yearly plant inspection rating	100%	100%	100%	100%	100%
In-house operational safety inspections	12	12	12	12	12
Cost per 1000 gallon of treated wastewater less bonds	\$2.27	\$1.08	<\$1.25	<\$1.25	<\$1.25
Daily average flow (million gallons per day)	2.5	2.968	<3.49	<3.49	<3.49
Average peak flow (million gallons per day)	3.7	4.146	<5.75	<5.75	<5.75
Quarterly maintenance costs per million gallons treated	\$99.66	\$100.84	<\$66.75	<\$66.75	<\$66.75

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**Fiscal Services - Utility Administrative Services**  
**200-533-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel	0	0	0	0	0
Supplies	225	0	2,600	8,887	2,600
Maintenance	0	0	0	346	0
Services	1,659,164	1,687,891	1,722,635	1,490,012	1,314,866
Utility Bond Payments	446,333	342,696	1,734,325	1,216,734	2,371,794
Capital Outlay	0	0	0	0	0
Transfers	1,271,724	1,595,766	1,814,731	1,310,978	1,872,400
<b>Total</b>	<b>3,377,446</b>	<b>3,626,353</b>	<b>5,274,291</b>	<b>4,026,957</b>	<b>5,561,660</b>

**Objectives**

- Account for the accumulation of resources for, and the payment of, long-term debt principal and interest for revenue bonds and obligations under capital leases when due throughout the year and administrative overhead costs.
- Also accounts for supplies, training, travel, software and other project expenses of the City's Geographic Information System (GIS).



FY 2015-16 APPROVED OPERATING BUDGET  
FUND 210 - GOLF

**- Budget At-A-Glance -**

	2013-14	2014-15	2014-15	2015-16
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Cart Rentals	759,988	825,000	517,908	795,000
Tournament Fees	4,650	7,000	2,950	6,500
Driving Range	175,385	185,000	163,953	186,000
Golf Pro Shop % of Sales	182,492	247,000	152,912	228,000
Golf Course Green Fees	1,471,201	1,575,000	1,009,243	1,520,000
Annual Green Fee Memberships	152,847	175,000	121,374	150,000
Restaurant % of Sales	42,271	47,800	24,123	45,500
Lesson Income	7,410	20,000	6,882	25,000
Interest Income	131	155	207	155
Golf Sub-Lease	197,838	200,000	166,837	200,000
Miscellaneous	23,405	23,000	24,006	21,500
Total	3,017,620	3,304,955	2,190,394	3,177,655

	2013-14	2014-15	2014-15	2015-16
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	1,114,299	1,364,303	1,132,925	1,340,568
Supplies	360,880	384,028	345,581	363,513
Maintenance	56,733	111,089	197,818	127,676
Services	753,774	834,852	624,295	634,777
Debt Service	478,113	433,150	433,227	0
Transfers Out	110,340	118,125	66,394	114,000
Capital Outlay	0	115,000	41,969	365,998
Total	2,874,138	3,360,547	2,842,209	2,946,532

	2013-14	2014-15	2014-15	2015-16	Personnel <sup>(1)</sup>
EXPENDITURES AND PERSONNEL BY PROGRAM:	Actual	Budget	Estimate	Approved	
Pro Shop	1,393,930	1,545,459	1,293,209	1,616,939	9.88
Course Maintenance	1,002,095	1,381,938	1,115,773	1,329,593	16.26
Debt Service	478,113	433,150	433,227	0	NA
Total	2,874,138	3,360,547	2,842,209	2,946,532	26.14

<sup>(1)</sup> In full-time equivalents

FY 2015-16 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
GOLF FUND

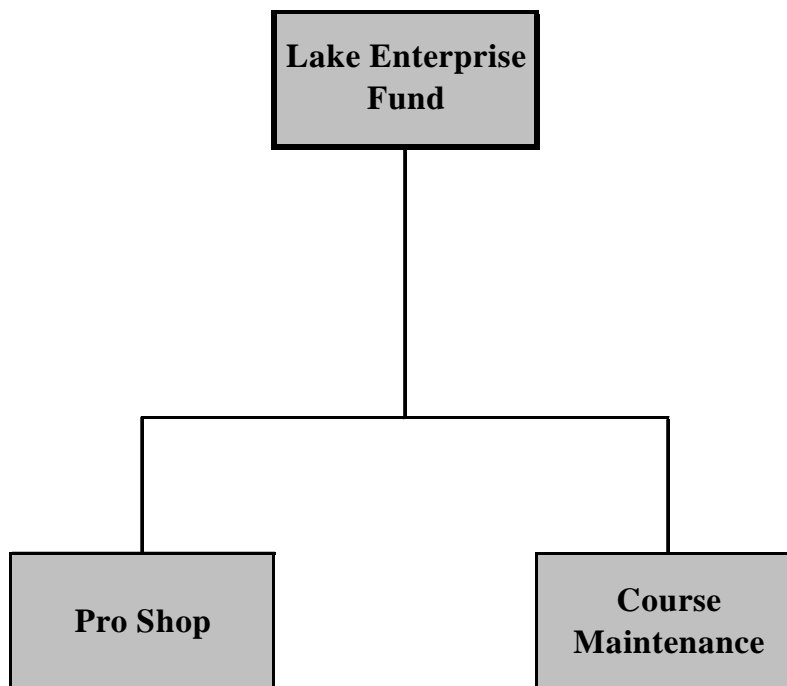
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Approved
BEGINNING WORKING CAPITAL:	(2,979,377)	(3,120,963)	(2,977,481)	(2,977,481)	(3,629,296)
OPERATING REVENUE:					
Cart and Club Rentals	792,887	759,988	825,000	517,908	795,000
Tournament Fees	5,400	4,650	7,000	2,950	6,500
Driving Range	161,287	175,385	185,000	163,953	186,000
Golf Pro Shop Sales	203,833	182,492	247,000	152,912	228,000
Golf Course Green Fees	1,525,024	1,471,201	1,575,000	1,009,243	1,520,000
Annual Green Fee Memberships	172,350	152,847	175,000	121,374	150,000
Restaurant % of Sales	40,498	42,271	47,800	24,123	45,500
Lesson Income	11,741	7,410	20,000	6,882	25,000
Interest Income	371	131	155	207	155
Golf Sub-Lease	184,953	197,838	200,000	166,837	200,000
Miscellaneous Income	21,867	23,405	23,000	24,006	21,500
Total Operating Revenue	3,120,210	3,017,620	3,304,955	2,190,394	3,177,655
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	3,120,210	3,017,620	3,304,955	2,190,394	3,177,655
OPERATING EXPENDITURES:					
Personnel	1,287,063	1,114,299	1,364,303	1,132,925	1,340,568
Supplies	347,341	360,880	384,028	345,581	363,513
Maintenance	106,165	56,733	111,089	197,818	127,676
Services	837,545	753,774	834,852	624,295	634,777
Debt Service	484,786	478,113	433,150	433,227	0
Capital Outlay	0	0	115,000	41,969	365,998
Permanent Capital Maint.	0	0	0	0	0
Total Operating Expenditures	3,062,900	2,763,798	3,242,422	2,775,816	2,832,532
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	198,896	110,340	118,125	66,394	114,000
Total Transfers Out	198,896	110,340	118,125	66,394	114,000
TOTAL EXPENDITURES AND TRANSFERS	3,261,796	2,874,138	3,360,547	2,842,209	2,946,532
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	(141,586)	143,482	(55,592)	(651,815)	231,123
ENDING WORKING CAPITAL:	(3,120,963)	(2,977,481)	(3,033,073)	(3,629,296)	(3,398,173)
FUND BALANCE REQUIREMENT:	755,236	681,484	799,501	684,448	698,433

\* Fund balance requirement is 25% of total net budgeted expenses or 90 days of operation.

City Council has suspended the fund balance requirement for the Lake Enterprise Fund for FY 2015-16.

**Grapevine Golf Course**

Originally designed by Byron Nelson and Joe Finger, the Grapevine Golf Course opened to its first players in 1979. Located just east of Lake Grapevine Dam off Fairway Drive, the course has provided golfing challenges to all levels of players since 1979. The facility now has 27 holes with modern tif-eagle greens and naturally scenic roughs and water hazards. This course is one of the most popular courses in Tarrant County, playing more than 65,000 rounds of golf per year on the average.

**Departmental Statistics**

(for the fiscal year ended 9/30/15)

Golf rounds played	48,689
Number of tournaments held	44
Number of participants in special community development programs	845
Green fees collected	\$1,009,243
Cart fees collected	\$517,908
Verticut of greens (times per year)	15
Maintenance facility inspections	12

FY 2015-16 APPROVED OPERATING BUDGET  
GOLF FUND DEPARTMENTAL SUMMARY  
BY DIVISION

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Pro Shop	1,638,656	1,393,930	1,561,459	1,293,209	1,616,939
Course Maintenance	1,138,354	1,115,962	1,381,938	1,115,773	1,329,593
Debt Service **	484,786	478,113	433,150	433,227	0
Permanent Capital Maint. **	0	0	0	0	0
<b>Total</b>	<b>3,261,796</b>	<b>2,988,006</b>	<b>3,376,547</b>	<b>2,842,209</b>	<b>2,946,532</b>

\*\* Debt service is not a separate operating division.

<b><u>LAKE ENTERPRISE FUND - PRO SHOP</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Director of Golf	1	1	1	1	1
Assistant Director of Golf/Head Pro	1	1	1	1	1
Golf Relations & Activities Coordinator	1	1	1	1	1
Assistant Golf Pro	2	2	2	2	3
Pro Shop Coordinator	1	1	1	1	0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

**PART-TIME POSITIONS**

Pro Shop Maintenance Worker	3.88	3.88	3.88	3.88	3.88
<b>DIVISION TOTAL POSITIONS</b>	<b>9.88</b>	<b>9.88</b>	<b>9.88</b>	<b>9.88</b>	<b>9.88</b>

**LAKE ENTERPRISE FUND - GOLF MAINTENANCE**

Greens Superintendent	1	1	1	1	1
Assistant Greens Superintendent	2	2	2	2	1
Groundskeeper	10	10	10	10	10
Golf Course Mechanic	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>13.00</b>

**PART-TIME POSITIONS**

Groundskeeper	2.26	2.26	2.26	2.26	2.26
<b>DIVISION TOTAL POSITIONS</b>	<b>16.26</b>	<b>16.26</b>	<b>16.26</b>	<b>16.26</b>	<b>15.26</b>

<b>TOTAL LAKE ENTERPRISE FUND</b>	<b>26.14</b>	<b>26.14</b>	<b>26.14</b>	<b>26.14</b>	<b>25.14</b>
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**Golf - Pro Shop**  
**210-340-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	627,536	552,591	645,081	529,884	631,468
Supplies	145,946	141,763	155,088	111,868	137,838
Maintenance	24,611	9,754	25,089	122,627	50,676
Services	641,667	579,482	618,076	462,436	441,959
Capital Outlay	0	0	0	0	240,998
Transfers	198,896	110,340	118,125	66,394	114,000
<b>Total</b>	<b>1,638,656</b>	<b>1,393,930</b>	<b>1,561,459</b>	<b>1,293,209</b>	<b>1,616,939</b>

**Objectives**

- Improve public image and appreciation of the facility.
- Maintain the number of tournaments held by different customer groups.
- Continue to develop and increase junior participation in golfing activities.
- Maintain rounds of golf played.
- Improve golf sales.
- Provide customer service training for staff members with special emphasis on team building.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of tournaments held annually	106	106	150	150	130
Number of participants in junior golf activities	431	NA	775	775	775
Number of participants in special community development programs	1,701	1,701	1,800	1,800	1,900
Number of staff training sessions held	8	NA	8	8	12
Annual rounds of golf played	69,008	68,368	71,000	71,000	70,000

**Golf - Course Maintenance**  
**210-340-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Personnel Services	659,527	561,708	735,222	603,041	709,100
Supplies	201,396	219,116	228,940	233,713	225,675
Maintenance	81,554	46,979	86,000	75,191	77,000
Services	195,878	174,292	216,776	161,859	192,818
Capital Outlay	0	113,867	115,000	41,969	125,000
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,138,354</b>	<b>1,115,962</b>	<b>1,381,938</b>	<b>1,115,773</b>	<b>1,329,593</b>

**Objectives**

- Continue to improve the care and operation of maintenance equipment.
- Conduct monthly training/safety meetings to emphasize proper operation and maintenance of equipment.
- Continue to improve the overall playability of the course.
- Continue to improve putting quality through frequent aerification, top dressing and verticutting primarily during the Bermuda grass growing season.
- Improve the upkeep and appearance of the maintenance facility and adjacent areas.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Approved</b>
Number of employee training/safety meetings	12	12	12	12	12
Number of greens aerifications annually	10	10	10	10	10
Number of greens top dressings annually	9	9	10	10	10
Number of greens verticuts annually	15	15	18	18	18
Number of maintenance facility inspections conducted annually	12	12	12	12	12

CITY OF GRAPEVINE, TEXAS  
FY 2015-16 APPROVED OPERATING BUDGET  
SUMMARY TABLE OF ALL FUNDS

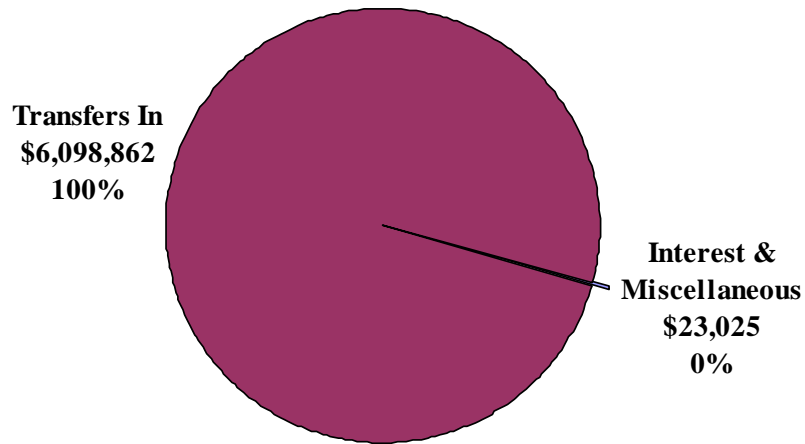
**-- CAPITAL IMPROVEMENT PROGRAM FUNDS --**

	Streets Traffic & Drainage	Buildings & Facilities	Parks & Beautification	Water & Wastewater	Capital Equipment & Replacement	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:						
Interest Income		800	5,000	11,275	5,950	23,025
Transfers from Operating Funds	200,000	400,000	3,000,000		2,498,862	6,098,862
Total Revenues	200,000	400,800	3,005,000	11,275	2,504,812	6,121,887
EXPENDITURES AND OTHER FINANCING USES:						
Construction	200,000	1,625,000	685,000	1,363,835		3,873,835
Furnishings / Equipment					2,498,862	2,498,862
Total Expenditures	200,000	1,625,000	685,000	1,363,835	2,498,862	6,372,697
NET CHANGE IN FUND BALANCE	-	(1,224,200)	2,320,000	(1,352,560)	5,950	(250,810)
BEGINNING FUND BALANCE	6,029,471	50,227,266	8,288,368	8,408,479	5,070,209	78,023,793
ENDING FUND BALANCE	6,029,471	49,003,066	10,608,368	7,055,919	5,076,159	77,772,983

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## REVENUE FUNDING SOURCES

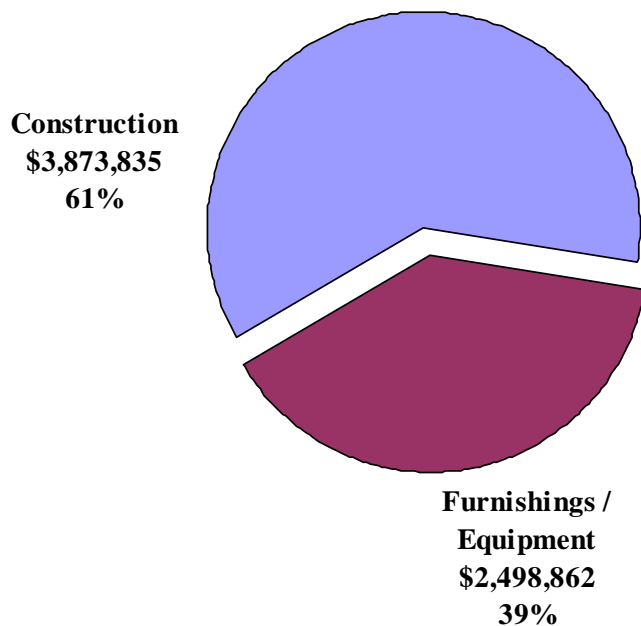
"Where The Money Comes From"



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## EXPENDITURE FUNDING USES

"Where The Money Goes"





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**City of Grapevine, Texas  
Capital Improvement Plan  
FY 2015-16 Appropriations**

	<b>FY 2016</b>
<b><u>Street, Traffic and Drainage Projects</u></b>	<b><u>Budget</u></b>
Sidewalk Improvements	200,000
<b>Total Street, Traffic and Drainage Projects</b>	<b>\$200,000</b>
<b><u>Buildings and Facilities Projects</u></b>	
Citywide Fiber Project	1,625,000
<b>Total Buildings and Facilities Projects</b>	<b>\$1,625,000</b>
<b><u>Parks and Beautification Projects</u></b>	
Main Street Holiday Decorations	150,000
Public WiFi	40,000
Municipal Complex Trail	65,000
Dog Park Design and Construction	430,000
<b>Total Parks and Beautification Projects</b>	<b>\$685,000</b>
<b><u>Water and Wastewater Projects</u></b>	
Mustang Elevated Storage Tank Renovations	1,363,835
<b>Total Water and Wastewater Projects</b>	<b>\$1,363,835</b>
<b><u>Capital Equipment Acquisitions</u></b>	
Annual Vehicles, Equipment and IT Purchases	2,498,862
<b>Total Capital Equipment Acquisitions</b>	<b>\$2,498,862</b>
<b>Total FY 2015-16 Capital Improvements Plan Appropriations</b>	<b>\$6,372,697</b>

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## Capital Improvement Program

The Capital Improvement Program outlines the City's plan to finance the acquisition or construction of major capital facilities typically costing over \$25,000. Most projects typically involve major infrastructure development and improvement and have a project life of over 12 months. CIP projects are primarily funded through General Obligation (GO) bonds, Certificates of Obligation (CO) and revenue bonds. Other funding sources are federal and / or state grants, interlocal agreements with neighboring cities, and participation with private developers.

The City of Grapevine's Capital Improvement Program consists of listings of capital improvement projects (CIPs), including expected costs and financing plans, for the upcoming five-year period, and scheduled according to priorities and timing. A CIP project is defined as a major, nonrecurring expenditure used to expand or improve the City's physical assets, including facilities and infrastructure.

### **Capital Budget**

The capital budget contains detailed information on the sources of financing and expenditure uses for each of the specified capital projects with activity programmed during the upcoming fiscal year. The projects are divided into the following six project groups:

1. Street, Traffic and Drainage Improvements
2. Buildings and Facilities
3. Parks and Beautification
4. Water and Wastewater System Improvements
5. Capital Equipment Acquisitions and Replacements

The data for each project group is organized similarly:

- ◆ Project name
- ◆ Project group
- ◆ Project description, including estimated start/completion dates
- ◆ Project phasing / timeframe
- ◆ Summary of expenditure costs by fiscal year
- ◆ Financing sources
- ◆ Summary of operating impacts

### **Capital Projects Criteria**

Most governments doing capital planning find it advantageous to adopt clear rules on what constitutes an appropriate item for inclusion in the capital budget. The City of Grapevine uses the following criteria for deciding the appropriateness of items to include in its capital budget. Capital projects involve:

- 
- ◆ Land acquisitions
  - ◆ Infrastructure projects (roads, bridges, intersections, drainage, and sewers)
  - ◆ New construction or additions to public facilities exceeding \$25,000 (an addition is construction that expands the “footprint” of a building)
  - ◆ Remodeling projects over \$25,000
  - ◆ Rolling stock and equipment (fire apparatus, motor vehicles, heavy equipment, etc.)

### **Capital Improvement Planning Process**

The capital improvement planning process begins with the City Council identifying, with staff and citizen input, projects for consideration. Comprehensive planning calls for a systematic review of transportation, recreation, public facilities (including water, sewage, and drainage control) and other developmental guides for dealing with expected changes in future years for the entire community.

The city’s approach begins with the following steps:

- ◆ Establish capital planning and financing policies
- ◆ Identify current economic conditions and prospects for economic growth
- ◆ Consider the physical environment and its condition
- ◆ Estimate usage and demand for public facilities and services
- ◆ Identify current and future transportation needs, including highways and bridges
- ◆ Evaluate location and layout of existing facilities and infrastructure against service demand patterns

After attaching dollar amounts to the projects, voters are presented with the decision of which major (bond-funded) projects to schedule. Once those projects are approved, they are integrated into the planning cycle. Annual planning begins each spring, as the City’s five-year financial forecast is prepared. This forecast includes predictions of operating expenditure levels. Those levels are then compared with anticipated capital needs, and determinations about the timing and financing of projects are then made. Other decision factors include maintaining the tax rate and anticipated interest rates. The five-year plan includes listings by project group.

The CIP planning process provides for predictable funding levels from year to year to allow adequate planning for debt service requirements and operating costs of new facilities and infrastructure improvements. The first year of the CIP is the capital budget and funding for the improvements identified therein is contained in the approved FY 2014-15 operating budget. The remaining five years of the CIP lists the capital projects identified for implementation and their estimated cost. Through placement in a year, the priority is indicated. Each year, the list of projects is reviewed for need, cost and priority. New projects may be added and other projects deleted.

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## **Funding Considerations**

The city has a wide array of options for funding capital improvements. It can utilize pay-as-you-go financing for enterprise projects such as water and sewer infrastructure, or quality-of-life projects funded by excess revenue from the General fund. Other sources of funding include state funds and grants, such as those awarded by Texas Department of Transportation (TxDOT), the Texas Parks and Wildlife Department, or the North Central Texas Council of Governments. While a grant may not have to be repaid, it may require some matching financial component by the city. Finally, the city may choose to issue debt.

Timely, comprehensive planning related to the city's CIP program is of the utmost importance. Planning should take into account not only the short-term (within 3 to 5 years), but the long-term as well. Various aspects must be taken into account on this planning, including projected required capital improvements and their related timing, tax rate implications, and water and sewer rates, to name just a few.

Within this planning phase, a discussion of the type of debt that will be sold is also important. The city has several options as to the type of debt it may issue. The three most common types of debt are listed below:

	General Obligation Bonds	Certificates of Obligation	Water / Sewer Revenue Bonds
Public Approval	Bond Election	Council Approval of Notice to Intent	None Required
Security / Pledge	Taxes only	Taxes and/or Revenues	Water and Sewer Revenues only
Repayment Source	Any Lawfully Available Funds	Any Lawfully Available Funds	Any Lawfully Available Funds
Other Considerations	If the election fails, how does the city address its needs?	Subject to petition by 5% of registered voters	Coverage Requirements, Additional Bonds Test, Debt Service Reserve Fund Requirement
Ratings	Highest rated credit for a city based on Ad Valorem tax pledge		Typically 1 to 2 notches lower than a city's tax credit

# City of Grapevine Community Profile

## Location

Grapevine is located in the center of the Dallas/Fort Worth metropolitan complex, 21 miles northwest of downtown Dallas and 19 miles northeast of downtown Fort Worth. It was known in its early years as Grapevine Prairie. The city is named for wild mustang grapes prevalent in the area.

The city is located in the northeast corner of Tarrant County and is home to the Dallas/Fort Worth International Airport (“DFW”), the third busiest airport in the world in terms of total



passengers. DFW has been and is expected to continue to be an economic generator of employment, spin-off businesses and tax base, all of which benefit the City and the surrounding area. Two-thirds of the airport, including all terminal buildings, is located within Grapevine city limits. A small portion of the city extends into neighboring Denton

and Dallas counties.

Also located within the city is Grapevine Lake, a major water source for the metroplex managed by the U.S. Army Corps of Engineers. The lake covers a surface area of approximately 12,740 acres and its 146 miles of shoreline have become the premier windsurfing, sailing and fishing area in North Texas. The lake is 19 miles long and 2.5 miles wide at its widest point and provides over nine miles of wilderness trails. It is a major recreation area for picnicking and camping and draws some five million visitors each year to the area. The City also has an extensive park system which includes tennis courts, racquetball courts, baseball and softball diamonds, football and soccer fields, an extensive network of hiking, biking and jogging trails, swimming pools and picnic areas. The City also owns and operates a 27-hole golf course.



In recent years several wineries have opened in Grapevine, and the city has been very active in maintaining its historic downtown area. In 2007 CNN Money rated Grapevine as one of "America's Best Places to Live."

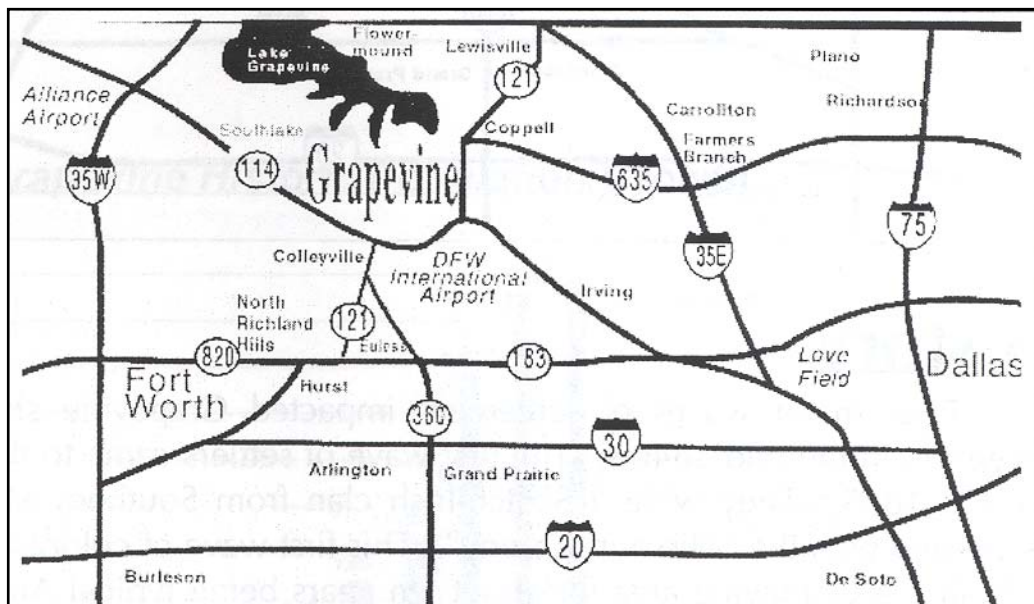
Grapevine has a total area of 35.85 square miles and is along a transitional zone between the eastern edge of the eastern Cross Timbers and the western side of the Black Prairie. The terrain is a combination of level ground and rolling hills and is heavily wooded in parts. The soils are heavy blackland type soils. The Trinity River and its tributaries drain the Grapevine area.

### **Transportation**

The City is in the center of a highway network that includes seven spokes of an extensive highway system. Three major freeways, State Hwy 114, State Hwy 121, and Interstate Hwy 635, intersect in the heart of Grapevine and provide excellent access to Dallas and Fort Worth and the area's shopping, entertainment and employment centers.

There are 43 motor freight lines providing service to Grapevine and the City is within the Dallas and Fort Worth Commercial Zone for deliveries. Railroad service is offered by the Cotton Belt railroad and the Southern Pacific railroad, both with daily switching service.

The cities of Colleyville, Southlake, Euless, Coppell and Lewisville, all rapidly growing communities, are located adjacent to Grapevine. Because of Grapevine's central location and access to freeways, retailers attract customers from several of these surrounding cities and the DFW International Airport.



## Advantages of Doing Business in Grapevine

A recent poll of Grapevine businesses indicates that they consistently chose Grapevine for it's:

- Superb access to seven major highways and Dallas/Fort Airport
- Location midway between Alliance Airport and Dallas Love Field
- Low local property tax rate
- Charming authentic historic downtown district
- Central location within the Metroplex
- Excellent choice of commercial and office space
- Outstanding selection of restaurants and hotel rooms
- Pro business climate
- Family oriented lifestyle with a rich selection of excellent schools, parks and public amenities
- Nationally renowned festivals and family activities
- Convenience to all United States markets

When considering a relocation, many businesses look not only at logistics and finances, but also look at the cultural, educational and recreational amenities the community has available to relocating employees and their families:

- *Existing Commercial* - Home to Grapevine Mills Mall, Bass Pro Shops Outdoor World, Gaylord Texan, 160 restaurants, 5,000 hotel rooms and 9 winery/tasting rooms.
- *Active Promotion* - Fourth largest convention and visitor's bureau in Texas with 61 full time employees.
- *Excellent Demographics* - High median incomes, population and education levels.
- *Main Street Historic District* - Seventy-five restored buildings listed on the National Register of Historic Places filled with art galleries, gift shops, restaurants, clothing boutiques, antique stores and a farmers market.
- *Festivals* - Two major festivals and numerous other community events throughout the year.
- *Recreation* - Lake Grapevine, 81 holes of golf and numerous movie theaters, parks and trails.
- *Grapevine Opry* - Some of the best live Country and Western performances in the Dallas/Fort Worth area.
- *Grapevine Cottonbelt Railroad Historic District* - Home to the Visitor Information Center and the Grapevine Vintage Railroad.



DFW Airport contains approximately 18,000 acres and directly employs some 60,000 personnel. The airport has seven runways, 165 gates, and is served by 27 passenger airlines. Every major city in the continental United States can be accessed within four hours. It ranks 3<sup>rd</sup> in the world in terms of operations and 9<sup>th</sup> in terms of passengers. In 2014 the airport served over 63 million passengers.

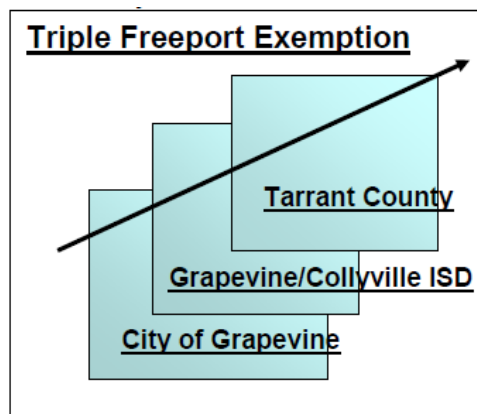


## The Freeport Tax Exemption in Grapevine

*What is the Freeport Tax Exemption?* – The freeport tax exemption allows local authorities to exempt taxes on goods that have been acquired in or imported into Texas to be forwarded out of the State within 175 days. There is no restriction on the destination of such goods. The goods must remain in the continuous ownership of the person who exports them from the time of their acquisition until the time of their export.

*What authorities offer the Freeport Tax Exemption?* – In most locations in Grapevine, Texas, your qualifying inventory will receive three layers of freeport tax exemptions from the City of Grapevine, Tarrant County and Grapevine Colleyville Independent School District (GCISD). We understand how taxes impact the bottom line of your business, so the Grapevine community now offers you locations where qualifying inventory is tax exempt. Following, is an example of what you can save with a triple freeport location in Grapevine, Texas:

<u>Inventory Value (100% Exempt)</u>	<u>Annual Tax Savings</u>
\$5 Million	\$116,750
\$10 Million	\$233,500
\$15 Million	\$350,250
\$20 Million	\$467,000
\$25 Million	\$583,750



Baylor Regional Medical Center at Grapevine is a 256-bed, full-service, fully-accredited hospital, serving residents in more than 20 cities throughout the Dallas/Fort Worth Metroplex. The hospital offers advanced medical care for brain and spine conditions, cardiovascular care, intensive care, diagnostic imaging, women's services, neonatal intensive care, sleep disorders and emergency care.



## **Dining & Accommodations**

***Over 200 Dining Establishments*** - Going hungry is simply not an option in Grapevine. From local favorites to international fare, Grapevine restaurants have a multitude of palate-pleasing choices for everyone. From upscale and trendy, to down-home and tasty, dining in Grapevine is a delectable experience. Whether you're looking for family favorites for a meal on the run, an intimate setting to celebrate a special occasion, or a banquet hall for a corporate crowd, you'll find just what you desire Grapevine. When atmosphere is the determining factor, you can choose to dine in an historic inn, a theme restaurant, or an outdoor café. Several of the dining establishments also provide live entertainment each night.

***Over 20 Lodging Facilities with over 5,000 rooms*** – Grapevine offers both the business and leisure traveler a wide variety of accommodations. Here you will find a wide range of lodging options, services and amenities to suit any taste or budget, ranging from full service luxury resort properties to charming Bed & Breakfasts. Step back in time and relive the proud heritage of Grapevine's forefathers. Walk along the avenues of the historic Main Street District. Tour quaint homes and buildings restored and preserved by the descendants of Grapevine settlers. Watch artisans practicing skills developed over the centuries. Dine at modern restaurants or old-fashioned cafes. Browse through art galleries, antique and specialty shops. Treat yourself to an unforgettable journey. Come to Grapevine, Texas and experience for yourself the unique history of the oldest settlement in Tarrant County.

***Over 600,000 square feet of Meeting and Convention Space*** - Grapevine's meeting facilities and convention center are as accessible as they are accommodating. The city has plenty of retail stores, world class hotels, restaurants featuring every cuisine imaginable, and recreation facilities that make Grapevine an outstanding destination for travelers from around the world. With thousands of domestic and international flights daily, the DFW International Airport connects Grapevine to all major cities throughout the United States and most major cities in the world. Grapevine is easily accessible by automobile via interstate highways 35, 635 and 30 which all pass within a few miles of the city. Grapevine is the perfect destination to host your next convention or meeting. With all the amenities of a resort destination, Grapevine is prepared to exceed your expectations and needs. The Grapevine Convention & Visitors Bureau offers experience and knowledge to assist in planning your most successful program to date! We are your Destination Concierge!



Five minutes from Dallas/Fort Worth International Airport in the center of the Metroplex and south of historic downtown Grapevine, The Grapevine Convention Center is a flexible, multi-use facility with 23,500 square feet of space. Pre-function areas are generous in size and finely appointed in decor, perfect for registration or entertaining prior to an event.

## History

In October 1843, General Sam Houston and fellow Republic of Texas Commissioners camped at Tah-Wah-Karro Creek, also known as Grape Vine Springs, to meet with leaders of 10 Indian nations. This meeting culminated in the signing of a treaty of “peace, friendship, and commerce,” which opened the area for settlement by homesteaders and pioneers. The settlement was named Grapevine because of its location on the Grape Vine Prairie near Grape Vine Springs, both of which were named for the wild mustang grapes that blanketed the area.

Four major waves of settlement impacted Grapevine since its inception in the mid- 1840's. The first wave of settlers came to the area around 1845. They were a Scotch-Irish clan from Southern



Missouri associated with the "Missouri Colony". This first wave of colonists was only in the Grapevine area for about ten years being typical American frontiersmen who moved regularly from one unsettled area to another. By the mid-1850's most of these original settlers moved out of the area.

The second group of settlers arrived from southern states around the late 1850's and established a community with a postal service, churches, and schools. The community became known as Grapevine because of the wild mustang grapes that grow on the trees and shrubs. Cattle raising was the major enterprise in the area.

A third wave of settlement resulted from the Civil War. In many parts of the South there was widespread poverty and many people moved west in search of a better life. Immigrants from Tennessee, Georgia and the Carolinas settled Grapevine. By the late 1870's, livestock was replaced by cotton as a major enterprise. With the building of the Cotton Belt rail line throughout Grapevine in 1888, the city became an agricultural trade center. Through the first half of the 19th century, Grapevine was an agriculturally based community and grew at a moderate pace. In 1952 Grapevine Lake was completed and by the mid-sixties was a popular recreational area. This new recreation industry helped Grapevine grow from population of 1,824 in 1950 to 2,821 in 1960.

The fourth major wave of people into Grapevine started during the mid-seventies and continues today. Since 1970 the population grew from 7,023 to the 2005 population of 46,684. Major factors contributing to the population growth were the opening of D/FW Airport in 1974, the development of Las Colinas as a major employment center, and the movement of homeowners from the inner city to the suburbs.



## **Historic Preservation**

Preservation of Grapevine's historic character - its commercial buildings, residences and cultural sites dating back to the mid-1800s - strengthens the appreciation for our heritage and gives Grapevine a sense of place and distinctiveness few other cities in the area can claim. Restoration and revitalization of Grapevine's historic heart is well underway.

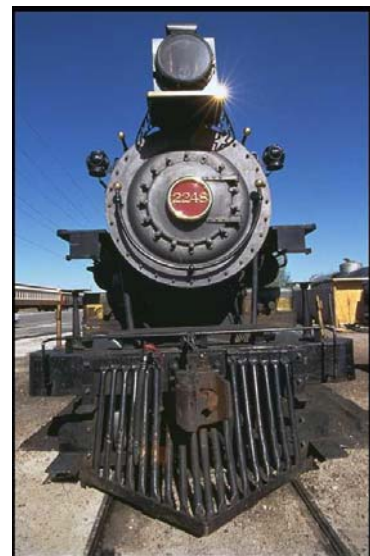
Much of the downtown Grapevine's Main Street is listed in the National Register of Historic Places, as is the Cotton Belt Railroad historic District, where the restored 1901 Cotton Belt Depot and 1888 Section Foreman's House anchor the Grapevine Heritage Center complex. History lives on at the center, where a working blacksmith, boot maker and other heritage artisans demonstrate their century-old crafts for visitors and Grapevine area school children as part of a broad heritage education curriculum. The Grapevine historical Museum tells the town's story in the Depot, where visitors also embark daily on the 1896 Tarantula Steam Excursion Train to Fort Worth's Stockyards National Historic District.

The city's Historic Preservation Commission and the Township Revitalization Project offer homeowners in the old township historic area and business owners in the historic Main Street area, design and restoration assistance to help protect the architectural interest and value of their properties. A designated Texas Main Street City since 1983, Grapevine is protecting and developing its singular quality of life for today's residents and as a legacy for future generations.

## **Grapevine Vintage Railroad**

The Grapevine Vintage Railroad travels along the historic Cotton Belt Route between Grapevine and the Fort Worth Stockyards. Our Steam and Diesel engines pull excursion trains drawn from four passenger coaches and two touring coaches. These beautiful coaches date back to the 1920's. We invite you to experience the true essence of rail travel as it was at the turn of the century.

The railroad's Steam Locomotive No. 2248, affectionately known as Puffy, is a product of the Cooke Locomotive Works of Paterson, NJ. Built in 1896, #2248 was called a "heavy mountain-class" locomotive as indicated on the original Cooke drawings. In 1990, #2248 was purchased by the Fort Worth and Western Railroad and was fully restored at the 8th Avenue Yard in Fort Worth. Puffy was placed in service in January 1992 and is the only operational steam locomotive in Texas that dates from the 19th century.



***Passenger Coaches*** - The Grapevine Vintage Railroad's four 1925 day coaches were purchased from the Strasburg Railroad in Strasburg, Pennsylvania. The décor of the day coaches dates to 1908 with new upholstery, wooden doors and trim, light fixtures, brass appointments, art glass clerestory windows and window shades. These passenger cars are the only coaches operating in Texas with 19th century ambiance.



Each luxurious coach contains enough walkover (bi-directional) seating for 72 guests. For onboard comfort, each car contains ceiling fans and a complete water closet. The windows in each car may be opened allowing passengers to experience the true essence of rail travel as it was at the turn of the century. The day coaches were put into service in January 1992.



***Touring Coaches*** - The Grapevine Vintage Railroad has two open-air touring coaches built in 1927 by the American Car Foundry for the Wabash Railroad. The Fort Worth and Western Railroad purchased them from the Smoky Hill Railway Museum in Belton, Missouri. Both coaches mirror the décor of the day coaches with the exception of windows. The touring coaches have arched openings along their lengths with wrought iron railings for passenger safety. Each is complemented with full-service bars. Riders experience an open-air feel as they travel. Windows are installed during the winter months for passenger comfort. These touring coaches began service in September 1993.

The Grapevine Vintage Railroad proudly features the following annual events:

***Day Out with Thomas*** <sup>TM</sup> – Springtime brings an event that’s anticipated by kids of all ages. That’s when Thomas the Tank Engine <sup>TM</sup> rolls into Grapevine. During the Day Out with Thomas, a toy train becomes life-sized and children enjoy a hands-on experience known as Thomas & Friends. The mobile event lets kids ride on board a Thomas train and offers attractions that kids love, such as bounce houses, free live entertainment, and a wonderful merchandise store for selection of that unique “Thomas” item to commemorate this special trip for the children.

***Train Robbers*** – Between Memorial Day and Labor Day, some locals will tell you, “It ain’t safe to ride the train.” It’s all in fun though – enjoy the stages train robberies every Saturday and Sunday on the Grapevine to Fort Worth trip. Desperate desperados lurk outside the Stockyards Station and put on a great show of wacky fun.

***The North Pole Express*** – Every December, the North Pole Express steams down the tracks filled with pajama-clad youngsters. Along the way, the kids receive a special gift from Santa as he makes his way down the aisle during this memorable Christmas journey. The area is a Christmas Village with opportunities for lots of pictures and a bounce house for the children to enjoy prior to their trip. In addition, the North Pole General Store offers a free ornament-making factory for that special creative opportunity for the children and shopping for those special North Pole gifts. Photos with Santa are also available.

## Convention & Visitors Bureau Headquarters and Museum Complex

The **Grapevine Convention & Visitors Bureau** headquarters and Museum Complex is a symbol of friendship and hospitality. The facility represents the architectural period of significance from the 1870s through 1915 and is a tribute to the agricultural and commercial heritage of Grapevine. The complex rises above **Main Street** at the southern end of Historic Downtown and consists of six distinct storefronts, each representative of a significant period in Grapevine's history.



Along with the Would-Be Train Robbers, the glistening gold of the 9-foot weather vane, signifies that conditions are excellent for visiting Grapevine. Visitors are also greeted by the unique vertical clock and temperature gauge on the front side of the Tower. And a unique wind direction dial stimulates a little whimsy in those who come to discover the magic of the Tower. All of the elements of the new building's design come together to showcase **Grapevine** as a premier leisure destination, welcoming visitors from across the region, the nation and the world.

### Would-Be Train Robbers

The Grapevine Glockenspiel, featuring the Would-Be Train Robbers, is one of the city's unique attractions. Watch an exciting confrontation every day between larger-than-life mechanical figures.



Born on the Grapevine Prairie in 1861, Nat left home at 16 to pursue his dream of earning enough money to buy a cattle ranch. Out of work, his savings vanished, Nat plans to snatch the \$60,000 cash box from the train headed to the Fort Worth Stockyards auction.

Willy was born to an itinerant family in 1829. Always a drifter, he bounced around from job to job, always managing to wind up on the shady side of the law. He was involved in

riverboat gambling and a few stage coach and train robberies. Willy heard about the big cash box when he was gambling in Fort Worth and decided to rob the train when it stops in Grapevine. Then he will head to Galveston and take the first steamer out of there to his new life of respectability.

See the action as these larger-than-life figures emerge just before the clock prepares to strike noon and 6 p.m. No matter who wins, they learn that train robbery doesn't pay.

## **Community Events**

The City of Grapevine hosts several annual events that celebrate the history, heritage and spirit of the community. From winemaking to butterflies, a spectacular year of celebrations for the whole family is available in historic Grapevine.

**15<sup>th</sup> Annual Butterfly Flutterby** - Calling all kids - come to Grapevine to celebrate the migration of the Monarch Butterfly from Canada to Mexico. Grapevine is on their path! This fun-for-the-whole-family event includes releases of butterflies and a Gossamer Parade. In Liberty Park, 200 S. Main, you'll enjoy butterfly exhibits, gardening seminars and all sorts of interactive butterfly arts and crafts and entertainment.



Grapevine is quickly becoming the “Christmas Capital of Texas” and as such, Historic Downtown Grapevine and surrounding areas in the city will be converted to a winter wonderland this holiday season. Grapevine is the essence of Christmas décor as the city becomes blanketed with millions of lights, enormous decorations, animated characters and a whole lot more! A listing of holiday-oriented events in Grapevine this December follows:

**Carol of Lights** - Sing along with local choirs as the switch is thrown lighting thousands of lights in historic downtown Grapevine. The holiday festivities begin at 7 p.m. at the Gazebo - 325 S. Main.

**Parade of Lights** – Join thousands of merrymakers during one of the largest evening parades in North Texas. An enchanting display of over 100 colorfully lighted floats will pass through historic downtown Grapevine to the tune of numerous marching bands playing holiday music. Find a good spot to watch along Main Street - the Parade of Lights begins at 7pm.

**Christmas on Main Street** – Get into the holiday spirit in Grapevine's historic downtown. Holiday characters stroll along Main Street, and merchants welcome your visit with special gift items for everyone on your shopping list. Take a free buckboard ride, and bring the children to Main Street for a personal visit with Santa and Mrs. Claus. Enjoy the true spirit of Christmas as you wander through the shops and sites along one of America's most beautiful main streets.

**Twinkle Light Boat Parade** – Lights, lights and more lights will sparkle during the Twinkle Light Parade on Lake Grapevine. Enjoy this floating festival of lights on Lake Grapevine with a parade of boats decorated in their holiday finest.



**Sweetheart Express** – Take your sweetheart on a unique romantic journey on the Grapevine Vintage Railroad for a special evening of dinner, wine and dancing.



**Chocolate Fest** –Celebrate all things chocolate at this event benefiting Traveler’s Aid Dallas-Fort Worth Airport. Experience luscious chocolates, live entertainment, art exhibits and sales from local artisans.

***New Vintage Wine & Gallery Trail -***

Life is like a bottle of wine...you should savor it to the last bit. So, make springtime plans for a weekend to relish at Grapevine’s New Vintage Wine & Gallery Trail. An abundance of fun-filled activities will pack the entire weekend, the ceremonial Blessing of the Vines and New Release Wines, and the captivating Wine & Gallery Trail, which incorporates an assortment of unique art galleries in Historic Downtown Grapevine and wine-related activities.



Experience one of the most unique ceremonies in Texas with the blessing of the vines and wines at Delaney Vineyards, 2000 Champagne Blvd. (near Glade Road and Hwy. 121). The ceremony begins at 11 a.m. Enjoy the vineyard before stepping onto the complimentary shuttles that depart at noon taking you to Grapevine's other winery tasting rooms along the Grapevine Wine Trail. As you follow the wine trail between Grapevine's winery tasting rooms, you will experience the unique atmosphere of this vintage town and some of the best wines produced in Texas. Wineries will be pouring their new release wines - and New Vintage participants will be the first to experience the flavors of the season.



***Grapevine Market – Thursdays & Saturdays*** The popular, open-air Grapevine Market makes its seasonal return to Historic Downtown Grapevine in April and will be open every Thursday and Saturday from 9 a.m. to 2 p.m. until October. You can find an eclectic array of items at



Grapevine Market, including the finest handmade jewelry, distinctive home décor, quality antiques, and more. Peruse the unique displays and indulge in something special.

**Main Street Days Festival** - Grab a slice of summer fun at Main Street Days, the official kick-off to summertime in Grapevine. Like the song says, “When the moon hits your eye like a big pizza pie, that’s amore, and when the world seems to shine like you’ve had too much wine, that’s amore.” Taste the international wines, craft beers and pizza pies. Dine at the Pizza Piazza, dance to non-stop entertainment, seek out your favorite festival food and shop the day away. Main Street Days is a fun-filled festival perfect for the entire family. Now that’s amore!



Grapevine is the perfect spot for active lifestyles and outdoor enthusiasts, and this event showcases the city’s adventurous side and natural resources through various outdoor and recreational activities. Enjoy arts and crafts, street dances, exciting rides at the carnival, and short sampler runs on the Grapevine Vintage Railroad. Non-stop stages feature entertainment from classic rock to country bands. Enjoy delicious festival food, beverages and Texas wine! See the Mayor's camp, the Grapevine Heritage Gunfighters, American Indians and more! All on Main Street in Grapevine!

**Summer Blast** – Enjoy a summer jam-packed with cool events while you take advantage of some really hot summer hotel deals. Enjoy entertainment including spectacular fireworks shows that light up the sky every Friday night, excursions on the Grapevine Vintage Railroad, wine trails, an abundance of shopping, poolside relaxation at a Grapevine hotel, water recreation on Lake Grapevine and much more! There's something for everyone to have a blast all summer long! So spend less time and money traveling and spend more time having fun close to home this summer, with a Summer Blast in Grapevine.

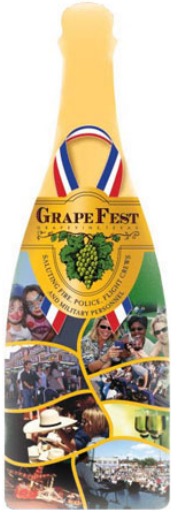
**Fireworks Extravaganza Over Lake Grapevine -**

Find your spot and stake a claim near Lake Grapevine for watching the 26th Annual Fireworks Extravaganza! Be prepared to be astonished by the fireworks spectacular, which can be viewed from any lakeside location as well as several other spots throughout the city. Admission is free at most viewing locations. Some parks along Lake Grapevine may charge a minimal admission fee. A bigger and more exciting fireworks show is planned for this July 4th at 9:30pm.





**GrapeFest** - Join wine novices and connoisseurs at the largest wine festival in the Southwest. Visit Grapevine's winery/tasting rooms via complimentary shuttle vans. The international wine area will feature wines from many countries. Listen to live music on stages located throughout historic Main Street. Get "into" the action at the competitive GrapeStomp you and your partner could win the coveted Purple Foot award! Volunteers are needed and welcomed at GrapeFest.



A perfect spot for lunch, shopping & great entertainment! Join wine novices and connoisseurs at the largest wine festival in the Southwest.

- Savor the flavor of award-winning Texas wines at this 29<sup>th</sup> annual event that is serving up four full days of fun!
- Cast your vote at the People's Choice Wine Tasting Classic, the largest consumer judged wine competition in the United States.
- Visit Grapevine's winery tasting rooms via the complimentary shuttles.
- Enjoy international wines from several countries in the International Wine Garden.
- Listen to live music on four stages.
- Get into the action at the competitive GrapeStomp...you and your partner could win the Coveted Purple Foot Award.
- Take part in the GrapeFest Tennis Classic.
- Place your bid at the Vintner's Auction Classic (a live and silent auction).
- Enjoy fine wines and great food at the Texas Wine Tribute, a gourmet food and wine-pairing pavilion, cooking demonstrations and award winning chefs and much more!

**CITY OF GRAPEVINE  
STATISTICAL INFORMATION**

Form of Government:	Council / Manager
Date of Incorporation:	January 12, 1907
Date of Adoption of Home Rule Charter:	November 16, 1965
City Officials:	Mayor and (6) Council Members
Number of Full-Time Employees:	580
Population: (January 2015)	49,424
Population by Race:	
White	83.1%
Black	1.6%
Hispanic	3.7%
Asian & Pacific Islander	4.8%
Other Races	6.8%
Population by Gender:	
Male	48.5%
Female	51.5%
Population by Age:	
Under 19 years	24.7%
20 to 34 years	21.2%
35 to 54 years	33.5%
55 to 64 years	12.1%
65 years and over	8.5%
Median Age:	37.5
Average Age:	37.4
Percentage Population 25+ by Education Level:	
Elementary	3.7%
Some H.S.	4.3%
High School	19.2%
Some College	22.0%
Assoc. Degree	6.2%
Bachelor Degree	30.8%
Graduate Degree	13.9%

Percentage Households by Income:	
\$150,000 - or more	19.1%
\$100,000 - \$149,999	17.3%
\$75,000 - \$99,999	14.6%
\$50,000 - \$74,999	17.3%
\$35,000 - \$49,999	10.6%
\$25,000 - \$34,999	8.9%
\$15,000 - \$24,999	6.5%
Under \$15,000	5.7%
Average Family Household Income:	
	\$97,605
Median Family Household Income:	
	\$76,435
Per Capita Income:	
	\$38,699
Average Household Size:	
	2.56
Elections:	
Registered Voters:	28,704
Number of Votes Cast Last National Election	19,692
Voting Percentage Last National Election	68.4%
Number of Votes Cast Last State Election	11,753
Voting Percentage Last State Election	40.9%
Number of Votes Cast Last Municipal Election	2,366
Voting Percentage Last Municipal Election	8.0%
Housing:	
Total Housing Units	19,660
Total Households	18,572
Occupancy Rate	94.5%
Percentage Owner Occupied	58.4%
Household Percentage By Type:	
Family Households	70.9%
Non-family Households	29.1%
Average Value of Single-Family Residence: (July 2015)	
	\$244,630
Civilian Labor Force: (October 2015)	
Grapevine	30,415
Tarrant County	992,668
Unemployment Rate: (October 2014)	
Grapevine	3.1
Tarrant County	4.0
Land Area in Square Miles:	
	35.92
Miles of Streets:	
	208

Total Lane Miles of Streets	435
Fire Protection:	
Number of Stations	5
Number of Employees	104
Number of Fire Runs	5,588
Number of Ambulance Runs	4,519
Police Protection:	
Number of Stations	2
Number of Employees	139
Calls for Service	58,603
Traffic Citations Issued	16,989
Number of Criminal Offenses	5,318
Vehicular Patrol Units on Duty	38
Library:	
Number of Facilities	1
Total Square Footage	53,072
Volumes	252,227
Annual Circulation	301,522
Recreation and Culture:	
Number of Park Acres	1,553
Number of Picnic Areas	117
Number of Pavilions	15
Number of Boat Ramps	10
Number of Camping Sites	93
Number of Swimming Pools	3
Number of Playgrounds	37
Number of Tennis Courts	8
Number of Soccer Fields	14
Number of Softball/Baseball Diamonds	14
Number of Skateparks	1
Miles of Hike & Bike Trails (hard surface)	17
Miles of Hike & Bike Trails (soft surface)	9
Number of Community Centers	1
Number of Senior Citizen Centers	1
Golf Courses	1
Number of Golf Holes	27
Number of Rounds Played	48,689
Water and Sewer System:	
Number of Water Connections	23,369
Average Daily Water Consumption (MGD)	9.925
Water System Capacity (MGD)	27
Number of Sewer Connections	13,307
Number of Refuse Connections	12,069

Sewer System Capacity (MGD)	8.0
Accommodations:	
Number of Hotel Properties:	20
Number of Hotel Rooms:	5,447
Total square footage of meeting facilities	800,000
Education: (Grapevine-Colleyville ISD)	
Number of Facilities	19
Total Employees	1,700
Number of Teachers	975
Total District Enrollment	13,748
Student / Teacher Ratio	14:1
Average Years Experience of Teachers	13.0
Percentage of Teachers with Masters Degrees	34.3%
Average Daily Attendance	12,932
Daily Attendance Rate	97.0%
District Dropout Rate	0.2%
Number of National Blue Ribbon Schools	11
Graduation Rate	96.4%
Tax Rate	\$1.3201 per \$100 valuation
Operating Budget	\$182 million
Expenditure per Student	\$13,238
Average SAT Score	1,621
Average AP Exam Score	3.15
Total Appraised Value:	\$10,004,960,942
Net Taxable Value:	\$6,303,722,379
Total Value of New Construction:	\$45,298,575
Major Employers:	[Site Employment]
Gaylord Texan Resort & Convention Center	1,800
DFW International Airport	60,000
Grapevine-Colleyville ISD	1,825
United Parcel Service	2,000
Baylor Regional Medical Center	1,050
Gamestop.com	2,000
Great Wolf Lodge	600
CAE Simuflite Training	450
United States Postal Service	435
Hilton DFW Lakes	400
Texas Toyota	350
Bone Daddy's	300
McKesson Medical-Surgical	300
Walmart Supercenter	300

Bass Pro Shops		
Total Daytime Employment by Classification:		63,839
Services		65.4%
Retail		11.1%
Transport, Communications, Utilities		9.5%
Manufacturing		4.1%
Wholesale Trade		3.2%
Construction		2.9%
Finance, Insurance, Real Estate		2.4%
Government		1.0%
Agricultural & Natural Resources		0.4%
Estimated Average Travel Time to Work:		26.91 minutes
Average High Temperature:		January 54° / July 96°
Average Low Temperature:		January 31° / July 73°
Average Rainfall: (inches)		January 1.77 / July 2.2
Top Ten Principal Taxpayers:		Assessed Valuation
American Airlines Inc/Envoy Air Inc		\$353,003,956
Opryland Hotel dba Gaylord Texan		\$263,762,305
Grapevine Mills Mall		\$217,897,051
Great Wolf Lodge		\$104,219,310
CAE Simuflite		\$75,394,352
Fund Riverwalk LLC		\$80,400,000
Rackspace US Inc.		\$68,154,125
Silver Oaks LP		\$61,260,000
Oncor Electric Delivery		\$52,944,475
Hawker Beechcraft Global		\$51,639,472
Bond Ratings:	General	Revenue
Moody's	Aa2	A1
Standard & Poor's	AA+	A

<b>FY 2015-16 Tax Rate Comparison</b>					
	<b>City</b>	<b>County</b>	<b>School</b>	<b>Hospital &amp; College</b>	<b>Combined</b>
<b>Grapevine</b>	<b>0.3284370</b>	<b>0.2640000</b>	<b>1.3201000</b>	<b>0.3773970</b>	<b>2.289934</b>
Arlington	0.6480000	0.2640000	1.4130000	0.3773970	2.702397
Bedford	0.4948303	0.2640000	1.3500000	0.3773970	2.486227
Carrollton	0.6128750	0.2431000	1.2817000	0.4096500	2.547325
Cedar Hill	0.6987600	0.2431000	1.5250000	0.4096500	2.876510
Dallas	0.7970000	0.2431000	1.2820850	0.4096500	2.731835
Euless	0.4675000	0.2640000	1.3500000	0.3773970	2.458897
Fort Worth	0.8550000	0.2640000	1.3520000	0.3773970	2.848397
Garland	0.7046000	0.2431000	1.3533000	0.4096500	2.710650
Grand Prairie	0.6699980	0.2431000	1.5950000	0.4096500	2.917748
Haltom City	0.6999900	0.2640000	1.4539000	0.3773970	2.795287
Hurst	0.6105600	0.2640000	1.3500000	0.3773970	2.601957
Irving	0.5941000	0.2431000	1.4450000	0.4096500	2.691850
Keller	0.4346900	0.2640000	1.5400000	0.3773970	2.616087
Mansfield	0.7100000	0.2640000	1.5271000	0.3773970	2.878497
Mesquite	0.6400000	0.2431000	1.4100000	0.4096500	2.702750

## **STATUTORY REQUIREMENTS TRUTH-IN-TAXATION**

The single most important financial resource of the City is the ad valorem tax, better known as the property tax. It is important for all citizens to fully understand the makeup of the taxes levied against their properties. The following synopsis provides a basic working knowledge of property taxes and how they are determined.

Much of what taxing authorities such as cities, school districts, counties, and special districts are allowed to levy for property taxes is determined by the State of Texas. Several years ago, the state legislature provided for the establishment of county appraisal districts. The purpose of these appraisal districts is to determine fair market values of all taxable property within a specific county. The taxable value of property is determined as of January 1 of each year.

The appraisal district generally notifies taxpayers of their assessed valuations in March and allows for them to challenge the valuations if the taxpayers believe them to be in error. A tax appraisal review board hears all tax protests and determines if the original valuation is correct or in error. On May 25 of each year, the appraisal district is required to provide taxing authorities with a certified estimate of total appraised value. This preliminary estimate is used by the City to help project what revenues will be available in the next fiscal year. The preliminary estimate, while providing indications of an increasing or decreasing tax roll, is subject to fluctuations because of possible tax protests mentioned above.

The most important date relating to the appraisal district is July 25. On that date a certified appraisal roll must be provided to all taxing authorities. This certified roll provides a basis upon which a tax rate can be applied to produce necessary revenues for the operation of City services.

After determination of a tax rate for the upcoming budget year there are several procedures and tests that must be applied to the rate in order for state law to be met. They include:

- ◆ **Calculation and publication of the effective tax rate.**

The effective tax rate is the tax rate that, when applied to the taxable assessed valuation, would produce the same total taxes as last year when properties taxed in both years are compared. The objective of the effective tax rate is to generate equal tax revenues using taxable valuations from different years.

- ◆ **Determination of whether the proposed tax rate is more than 3% over the effective tax rate.**

Texas state law requires that if a taxing authority raises the tax rate more than 3% over the effective tax rate there must be published notices of the increase and a public hearing must be held. This is true even if the tax rate does not change. For example, for FY 2001, the City's tax rate was reduced by \$.005, yet state law required the City to advertise a tax increase because of the growth in the assessed valuation.



◆ **Determination of whether the proposed tax rate is more than 8% over the effective tax rate.**

The 8% rule as set by state law imposes the maximum rate that may be adopted by taxing authorities without being subject to tax rollback procedures. If a taxing authority imposes a tax rate in excess of 8% of the effective tax rate, taxpayers may take measures that could rollback the adopted rate to an 8% increase. Generally, these procedures involve a petition of eligible voters and a rollback election.

**Article XI, Section 5 of the State of Texas Constitution states in part:**

*"...but no tax for any purpose shall ever be lawful for any one year, which shall exceed two and one-half percent of the taxable property of such city."*

Calculation of Legal Debt Margin - October 1, 2015

Adjusted Tax Base Valuation	\$6,303,722,379
Constitutional Limit	2.5% of assessed valuation
Maximum Constitutional Revenue Available	\$157,593,059
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Adopted Tax Rate for 2015-16	\$0.328437 per \$100 of valuation
Available Unused Constitutional Max Tax Rate	\$2.171563

Other requirements relating to the adoption and levying of ad valorem taxes are the publication of the unencumbered fund balances of the General Fund and Debt Service Fund, the 2015-16 debt service requirements, and the 2015 property tax rates in the City of Grapevine.

The State of Texas does not provide for a statutory debt limit for cities. The truth-in-taxation criterion specifies that debt (Interest & Sinking) requirements must be met first, then operations. The property tax rate to meet these needs cannot exceed \$2.50 per \$100 valuation.

# NOTICE OF 2015 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF GRAPEVINE

A tax rate of \$0.328437 per \$100 valuation has been proposed by the governing body of City of Grapevine.

PROPOSED TAX RATE	\$0.328437 per \$100
PRECEDING YEAR'S TAX RATE	\$0.332439 per \$100
EFFECTIVE TAX RATE	\$0.328437 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Grapevine from the same properties in both the 2014 tax year and the 2015 tax year.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE  
CALCULATED AS FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Colette Ballinger  
City of Grapevine Tax Assessor-Collector  
3072 Mustang Dr., Grapevine, TX 76051  
817-481-1242  
colette.ballinger@gcisd.net  
www.grapevinetexas.gov

# Budget Glossary

**ADA** – Americans with Disabilities Act

**Ad Valorem Tax** - Tax computed from the taxable valuation of land and improvements.

**Account** – A separate financial reporting unit for budgeting, management, or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

**Allocation** - A part of a lump-sum amount, which is designated for expenditure by specific organization units and/or for special purposes, activities, or objects.

**Appropriation** - An authorization granted by the City Council to make expenditures and to incur obligations identified in the adopted operating budget.

**Assessed Valuation** - A valuation set upon real and personal property by the Tarrant Appraisal District as a basis for levying taxes.

**Audit** – An examination, usually by an official or a private accounting firm retained by Council, of organization financial statements and the utilization of resources.

**Authorized Positions** - Number of positions authorized in the final budget.

**Balance Sheet** – A financial statement that presents the assets, liabilities, reserves and balances of a specific governmental fund as of a specified date.

**Bond** – A promise to repay borrowed money on a particular date, often ten or twenty years in the future. Most bonds also involve a promise to pay a specified dollar amount of interest at predetermined intervals. The City uses bonds to obtain long-term financing for capital projects.

**Bond Covenant** – A legally enforceable agreement with bondholders that requires the governmental agency selling the bond to meet certain conditions in the repayment of the debt.

**Bond Ordinance** – A law approving the sale of bonds that specifies how proceeds may be spent.

**Bond Funds** - Resources derived from issuance of bonds for financing capital improvements.

**Budget** - A financial plan for a specified period of time that matches all planned revenues and expenditures with various municipal services. It is the primary means by which most of the expenditure and service delivery activities of a government are controlled.

**Budget Amendment** - A revision of the adopted budget that, when approved by Council, replaces the original provision.

**Budget Basis** - The accounting system used in tracking the budget execution is GAAP.

# Budget Glossary

**Budget Calendar** - The schedule of key dates that is followed in the preparation, adoption, and administration of the budget.

**Budget Manual** – A booklet prepared by the budget office that includes the budget, calendar, the forms departments need to prepare their budget requests, and a description of the budget process.

**Capital Assets** – Things the City owns that cost a considerable amount of money and that are intended to last a long time – e.g. buildings, land, roads, bridges and water treatment plants.

**Capital Improvement Program** - This is the City's plan to finance major infrastructure development and improvement. It is primarily funded through General Obligation bonds and revenue bonds.

**Capital Outlay** - Expenditure which results in the acquisition of or addition to fixed assets.

**Certificates of Obligation** – Method for issuing long-term debt. Does not require voter approval.

**Certification Pay** – Additional pay attributable for completion of specified certification that enhances performance.

**City Charter** - A document of a home rule city similar to a constitution. The City Charter establishes the City's government structure and provides for the distribution of powers and duties among the various branches of government.

**Community Development Block Grants (CDBG)** - Federal funds made available to municipalities specifically for community revitalization.

**Comprehensive Annual Financial Report (CAFR)** – This report summarizes financial data for the previous fiscal year in a standardized format.

**Contingency** – A budgetary reserve set aside for unforeseen events occurring during the fiscal year. Also known as a reserve account.

**D.A.R.E.** (Drug Awareness Resistance Education) – Program developed to educate students of the effects of drug and alcohol abuse.

**Debt Service** - Payment of interest and principal on an obligation resulting from bond sales or lease-purchase agreements.

**Deficit** - The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

**Department** - A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

# Budget Glossary

**Division** - The smallest unit of budgetary accountability and control, which encompasses specific work units for accomplishing a City operation.

**EMS** - Emergency Medical Services

**EMT** - Emergency Medical Technician

**Effective Tax Rate** - State law in Texas prescribes a formula for calculating the effective tax rate for cities. The net effect of the formula is to produce a tax rate that goes down when property values rise because of inflation and vice versa. The intent is to generate a rate that produces approximately the same revenue as the year before. The formula does make adjustments for newly annexed property and newly constructed property.

**Encumbrance** - The commitment of appropriated funds to purchase an item or service.

**Enterprise Fund** - A fund established to account for operations that are financed and operated in a manner similar to private business. It is the City's intent to recover the costs of providing a service primarily through user charges.

**EPA** - Environmental Protection Agency

**Expenditures** - Outflow of non-enterprise funds paid or to be paid for an asset obtained or goods and services obtained.

**Expenses** - Outflow of enterprise funds paid or to be paid for an asset obtained or goods and services obtained.

**Fiscal Policy** - The City's policies with respect to taxes, spending, and debt management as they relate to government services, programs, and capital investment. Reflect a set of principals for the planning and programming of government budgets.

**Fiscal Year** - The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Grapevine has specified October 1 to September 30 as its fiscal year.

**Fixed Assets** - Assets of a long-term character that are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

**Franchise Fee** - A fee levied by City Council on businesses that use City property or right-of-way. This fee is usually charged as a percentage of gross receipts.

**Full Funding** - Term used to designate full year payment for personnel or other budgeted items.

**Full-Time Equivalent (FTE)** - The measure of authorized personnel often referred to as worker-years. The full time equivalent of 1 position (1 FTE) approximately represents 2080 hours of work per year.

# Budget Glossary

**Fund** - A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific operations.

## **Description of Funds:**

1. General Fund - Accounts for revenues and expenditures relating to the provisions of services to the City such as Police, Fire, Public Works, Parks & Recreation, Administration, Community Development, Finance, etc.
2. Utility Enterprise Fund - Accounts for all revenues and expenses relating to the operation of the water and wastewater system and related capital construction.
3. Convention & Visitors Bureau Fund - Accounts for revenues and expenditures relating to the use of hotel occupancy tax receipts. Because of restricted types of uses allowed for these monies, they are accounted for in a separate fund.
4. Lake Enterprise Fund - Accounts for revenues and expenses relating to Golf Course operations, maintenance and capital improvements for facilities around Lake Grapevine.
5. General Government Capital Projects Fund - Are those projects that do not meet the criteria for Permanent Street or Capital Maintenance Funding and are typically funded with bond funds or grants.
6. Capital / Street Maintenance Projects Fund - Include facility repairs or major maintenance and other operating and equipment needs as well as street overlay programs, curb and gutter repairs and traffic signals, signs and striping maintenance. Projects are designed to maintain a five-year maintenance schedule and are funded out of an operational transfer from the general fund.
7. Utility and Enterprise Projects Fund - (As with the General Government Capital Projects) are projects for the Utility and Lake Enterprise Funds that do not meet the criteria for Permanent Street or Capital Maintenance Funding. Funding sources for these projects are typically bond funds or water and wastewater impact fees.
8. Debt Service Fund - Accounts for all monies involving payment of interest and principal on General Obligation Bonds and Public Property Contractual Obligations.
9. Stormwater Drainage Utility Fund - This fund provides for the accounting of expenses and revenues related to stormwater drainage administration, operations and capital improvements.
10. Lake Parks Special Revenue Fund – This fund accounts for all activities necessary to operate and maintain park property on Lake Grapevine received from the U.S. Army Corps of Engineers.

**Fund Balance** - The difference between fund assets and fund liabilities of governmental and similar trust funds.

# Budget Glossary

**GASB** – Governmental Accounting Standards Board

**GCISD** - Grapevine/Colleyville Independent School District.

**GFOA** - Government Finance Officers Association of the United States and Canada.

**General Obligation Bonds (G.O.)** - Bonds sold and guaranteed by the City, in which the full faith and credit of the City is pledged for repayment.

**Generally Accepted Accounting Principles (GAAP)** - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

**GIS** – Geographic Information System

**Goals** - Generalized statements of where an organization desires to be at some future time with regard to certain operating elements (e.g. financial condition, service levels provided, etc.)

**Grant** - A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from state or federal governments.

**Home Rule** – A limited grant of discretion from a state government to a local municipality, concerning the organization of functions and the raising of revenue. Without home rule, local municipalities are restricted to functions specified by the state government.

**Internal Service Fund** - Fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

**I/I** – Infiltration and Inflow

**Infrastructure** – Basic public investments such as streets, storm drainage, water and sewer lines, streetlights and sidewalks.

**Interfund transfer** – The transfer of money from one fund to another.

**Investment** – Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals and base payments.

**L.F.** - (Linear feet) Length in feet.

**Lift Station** – The City's collection system relies on gravity to collect wastewater. When the system gets to an unreasonable depth, a lift station pumps the wastewater to a higher elevation so the gravity process can begin again.

# Budget Glossary

**Line-item budget** – A budget format in which departmental outlays are grouped according to the items that will be purchased.

**Longevity** - Annual monetary payments to qualified employees based on length of service.

**MCL** – Maximum Contaminant Level. The highest level of a contaminant that is allowed in drinking water.

**MGD** – Million gallons per day.

**Modified Accrual Basis** - This method of accounting is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure". This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

**Municipal** - Of or pertaining to a city or its Government.

**NCTCOG** - North Central Texas Council of Governments

**Non-Departmental** – Accounts for expenditures for professional services and other general government functions, which cannot be allocated to individual departments.

**NTRA** - National Therapeutic Recreation Association

**NTU** - Nepthalic Turbidity Units (translucent liquid indicator of suspended solids in water).

**Object Code** - The standard citywide classification of the expenditures such as office supplies or rental of equipment.

**Objectives** - Specific, measurable targets set in relation to goals.

**Operating Funds** - Resources derived from recurring revenue sources used to finance ongoing operating expenditures.

**Ordinance** - An authoritative command or order. This term is used for laws adopted by a municipality.

**Per Capita Costs** - The cost of service per person. Per capita costs in Grapevine are based upon the City's population.

**Performance Indicator** - Specific quantitative and qualitative measure of work performed as an objective of the department.



# Budget Glossary

**Prompt Payment Act** - Adopted in July, 1985 by the State, the Act required the City to pay for goods and services within 30 days of receipt of invoice or the goods or services, whichever comes later. If this is not satisfied, the City may be charged interest on the unpaid balance at the rate of 1 % per month.

**Public Hearing** – An open meeting regarding proposed operating or capital budget allocations, which provide citizens with an opportunity to voice their views on the merits of the proposals.

**Purchase Order** – An agreement to buy goods and services from a specific vendor, with a promise to pay on delivery.

**Rainy Day funds** – Revenue stabilization reserves that provide resources when tax revenues temporarily decline.

**Resolution** – A formal statement of opinion or determination adopted by an assembly or other formal group.

**Resources** - Total dollars available for appropriations, including estimated revenues, fund transfers, and beginning fund balances.

**Revenue** - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines for forfeitures, grants, shared revenues, and interest income.

**Salary Savings** – The reduced expenditures for salaries that result when a position remains unfilled for part of a year or when a more senior employee is replaced by a newer employee at a lower salary.

**Revenue Bond** – Bonds secured only by revenue from particular projects built or maintained by local government. An example would be the Water and Sewer system.

**SFLUE** - Single Family Living Unit Equivalent, the unit established as the lowest common denominator to which all properties can be referenced. It serves as the basis for charging the stormwater utility fee.

**Special Assessments** - A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**Special Revenue Funds** - Funds, exclusive of the General Fund and capital funds, which are separately administered because they are associated with a distinct function or enterprise.

**Strategic Goals /Objectives** - Elements or sub-elements of a strategic plan. The City's planned response to address service delivery needs and priorities.

**TAAF** - Texas Amateur Athletic Federation

# Budget Glossary

**Tax Levy** - The total revenues to be raised by ad valorem taxes for expenditures as authorized by the City Council.

**Tax Rate** - The amount of tax levied for each \$1 00 of valuation.

**Tax Roll** - Official list showing the amount of taxes levied against each taxpayer or property.

**Taxes** - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people.

**TIF** - Tax Increment Financing, the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real property located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay project costs within the zone, including debt service obligations.

**TMRS** - Texas Municipal Retirement System, a pension plan for employees of member cities within the state of Texas.

**TPWD** – Texas Parks and Wildlife Department

**TRA** – Trinity River Authority. A political subdivision of the state of Texas responsible for administration of a master plan for basin-wide development, serving as local sponsor for federal water projects and providing services to cities within its service area. TRA serves the southern portion of Grapevine.

**T.R.A.P.S.** - Texas Recreation & Parks Society

**TRE** – Trinity Railway Express. A cooperative service provided by the Fort Worth Transportation Authority (the T) and Dallas Area Rapid Transit (DART) to provide commuter rail service between Fort Worth & Dallas.

**Transfer-In** – Funds expended in one fund and received in another.

**Turbidity** – A measure of the cloudiness of water. Turbidity is a good indicator of the effectiveness of the filtration system.

**TxDOT** – Texas Department of Transportation

**Unencumbered Balance** - The amount of an appropriation that is neither expended nor encumbered; the amount of money still available for further purchases.

**Working Capital** – Budgeted working capital is calculated as a fund's current assets less current liabilities and outstanding encumbrances. The terminology is used to indicate unencumbered fund balances in enterprise funds such as the Utility and Lake Enterprise funds.

RESOLUTION NO. 2015-043

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
GRAPEVINE, TEXAS, APPROVING THE TAX ROLLS FOR  
2015 ON PROPERTY WITHIN THE CITY; AND PROVIDING  
AN EFFECTIVE DATE

WHEREAS, on or by July 25, 2015, the Chief Appraisers of the Tarrant, Dallas and Denton Appraisal Districts approved and certified to the Grapevine City Council the Tax Rolls for 2015 with a total appraised value of \$10,004,960,942 and having a net taxable value of \$6,303,722,379; and

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Local Government Code and the Open Meetings Act; and

WHEREAS, the City Council hereby declares that the approval of this resolution is in the best interests of the health, safety, and welfare of the public.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That all matters stated in the preamble are true and correct and are incorporated herein as if copied in their entirety.

Section 2. That the Certified Tax Rolls value for the tax year 2015 for the City of Grapevine, Texas be and hereby approved in the amount of \$10,004,960,942 for total appraised value.

Section 3. That the certified net taxable value (total appraised value less exemptions) of \$6,303,722,379 is approved.

Section 4. That in addition to the value shown in Section 3 above, the Chief Appraisers have prepared a list of all properties pending disposition before the Appraisal Review Board. A projected minimum value of \$170,692,061 has been assigned to this property and \$383,419,597 in properties not on the rolls, for a total of \$554,111,658 used for budget purposes.

Section 5. That this resolution shall take effect from and after the date of its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 4th day of August, 2015.

APPROVED:



William D. Tate  
Mayor

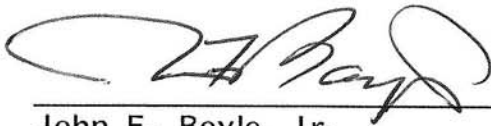


ATTEST:



Tara Brooks  
City Secretary

APPROVED AS TO FORM:



John F. Boyle, Jr.  
City Attorney

ORDINANCE NO. 2015-050

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS ADOPTING THE BUDGET FOR THE CITY OF GRAPEVINE, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016; PROVIDING FOR INTRA- AND INTERDEPARTMENTAL FUND TRANSFERS; PROVIDING FOR INVESTMENT OF CERTAIN FUNDS; DECLARING AN EMERGENCY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, a notice of public hearing on the budget for the City of Grapevine, Texas for the Fiscal Year 2015-2016 (FY 2016) was heretofore published in accordance with law; and

WHEREAS, a public hearing was duly held and all interested persons were given an opportunity to be heard for or against any item therein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS;

Section 1. That the appropriation amounts for the FY2015-2016 budget for the different funds of the City of Grapevine are hereby fixed as follows:

General Fund	\$62,752,711
Convention and Visitors Bureau Fund	19,241,168
Convention and Visitors Bureau Incentives Fund	4,409,738
Stormwater Drainage Fund	1,380,233
Crime Control & Prevention District Fund	14,392,012
Lake Parks Special Revenue Fund	1,862,489
4B Transit Fund	20,721,398
Economic Development Fund	3,492,872
Debt Service Fund	14,750,609
Utility Enterprise Fund	24,262,360
Utility Permanent Capital Maintenance Fund	1,000,000
Golf Enterprise Fund	2,946,532
General Permanent Capital Maintenance Fund	1,595,000
Permanent Street Maintenance Fund	1,684,000
Community Quality of Life Capital Projects	685,000
General Facilities Capital Projects	1,625,000
Streets, Traffic and Drainage Capital Projects	200,000
Capital Equipment Acquisitions	2,498,862

Section 2. That the City Council hereby adopts the revised budget for the fiscal year ending September 30, 2015 and the proposed Annual Operating Budget for the fiscal year ending September 30, 2016 and appropriates the funds contained therein.

Section 3. That a copy of the official adopted FY2015-2016 budget document shall be kept on file in the office of the City Secretary and the City of Grapevine website.

Section 4. That the City Manager be and is hereby authorized to make intra and inter-departmental fund transfers during the fiscal year as becomes necessary in order to avoid over-expenditure of a particular object code.

Section 5. That the City Manager is authorized to approve expenditures up to \$15,000. Any expenditure over the \$15,000 limit requires the approval of the City Council. Each expenditure authorized by the City Manager in Account 100-44701-120-1 in FY2015 and FY2016 is approved.

Section 6. That the City Manager is authorized to reclassify personnel positions within city service as warranted.


Section 7. That the City Manager, and/or Assistant City Manager and/or Chief Financial Officer and/or designated investment officer are authorized to invest any funds not needed for current use, whether operating funds or bond funds in Official City Depositories, in any investment instrument authorized by the City's Investment Policy and Investment Strategy and allowed by the Texas Public Funds Investment Act.

Section 8. That the reserve requirement for the Golf Enterprise Fund is suspended for FY2015 and FY2016.

Section 9. That the fact that the fiscal year begins on October 1, 2015 requires that this ordinance be effective upon its passage and adopted to preserve the public peace, property, health and safety and shall be in full force and effect from and after its passage and adoption, and an emergency is hereby declared.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 15th day of September, 2015.

APPROVED:

  
William D. Tate  
Mayor

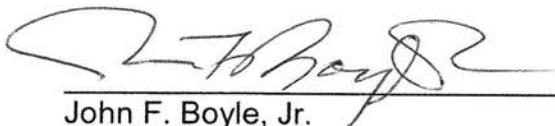


ATTEST:



Tara Brooks  
City Secretary

APPROVED AS TO FORM:



John F. Boyle, Jr.  
City Attorney



ORDINANCE NO. 2015-051

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, SETTING THE ANNUAL TAX RATE FOR TAX YEAR 2015 LEVYING TAXES TO BE ASSESSED ON ALL TAXABLE PROPERTY WITHIN THE LIMITS OF THE CITY OF GRAPEVINE, TEXAS; PROVIDING PENALTIES AND INTEREST FOR THE DELINQUENT TAXES; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of Grapevine, Texas has approved an operating budget for the fiscal year 2015-2016 (FY2016), in compliance with appropriate state laws and the Charter of the City of Grapevine; and

WHEREAS, public hearings were held on the FY2016 budget and all interested parties were given an opportunity to be heard for or against any item contained therein; and

WHEREAS, an ad valorem tax rate of \$0.328437 per \$100 valuation has been considered for tax year 2015.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That a tax rate is hereby levied upon all taxable property in the City of Grapevine, Texas for tax year 2015 at a rate of thirty-two eighty-four thirty-seven hundreds cents (\$0.328437) per one hundred dollars (\$100.00) valuation. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.42 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$14.66.

Section 2. That there shall be and there is hereby levied the following taxes on each one hundred dollars (\$100.00) valuation on all taxable property within the City of Grapevine, Texas, to be assessed and collected by the Tax Assessor/Collector and collected for tax year 2015, and said taxes are to be assessed and collected for the purposes and in the amounts hereinafter stipulated, to-wit:

- A. For the General Fund, a tax rate of \$0.142070 per \$100 is levied.
- B. For Debt Service, a tax rate of \$0.186367 per \$100 is levied.

Section 3. That taxes levied by this ordinance shall be due and payable on the first day of October, 2015 and shall become delinquent on the first day of February, 2016, if unpaid. Upon taxes becoming delinquent, interest and penalty will be added as required in Section 33.01 of the Texas Property Tax Code, and shall commence on the first day of




February, 2016. The City of Grapevine is hereby authorized to adopt any and all legal remedies provided by the Texas Property Tax Code for the purpose of collecting delinquent taxes.

Section 4. That the fact that the fiscal year begins on October 1, 2015 requires that this ordinance be effective upon its passage and adopted to preserve the public peace, property, health, and safety, and shall be in full force and effect from and after its passage and adoption, and an emergency is hereby declared.

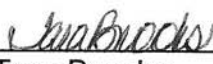
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, on this the 15th day of September, 2015.

APPROVED:

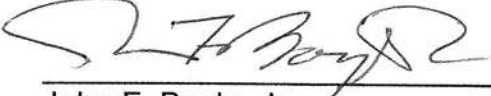
  
\_\_\_\_\_  
William D. Tate  
Mayor



ATTEST:

  
\_\_\_\_\_  
Tara Brooks  
City Secretary

APPROVED AS TO FORM:

  
\_\_\_\_\_  
John F. Boyle, Jr.  
City Attorney

GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 4B-2015-01

A RESOLUTION OF THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF GRAPEVINE, TEXAS, ADOPTING AND PROPOSING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016; PROVIDING FOR INVESTMENT OF CERTAIN FUNDS AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the provisions of Article 5190.6, Texas Revised Civil Statutes, the Industrial Development Act of 1979, Section 4B, and the Corporation Bylaws adopted by the Grapevine 4B Economic Development Corporation Board of Directors requires the 4B Corporation to prepare a budget proposal; and

WHEREAS, the Grapevine 4B Economic Development Corporation has adopted the same fiscal year as the City of Grapevine; and

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Local Government Code and the Open Meetings Act; and

WHEREAS, the Grapevine 4B Board hereby declares that the approval of this resolution is in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, BE IT RESOLVED BY THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That a budget proposal has been prepared by the Grapevine 4B Economic Development Corporation Board, a copy of which is attached hereto as Exhibit "A".

Section 2. That the Grapevine 4B Economic Development Corporation Board adopts the proposed operating budget for fiscal year ending September 30, 2016.

Section 3. That the City Manager is hereby authorized to make appropriate expenditures, transfers and other financial transactions during the fiscal year pursuant to the Corporation bylaws.

Section 4. That the City Manager, and/or Assistant City Manager and/or Chief Financial Officer and/or designated investment officer are authorized to invest any funds not needed for current use in Official City Depositories, in any investment instrument authorized by the City's Investment Policy and Investment Strategy and allowed by the Texas Public Funds Investment Act.

Section 5. That this budget proposal be transmitted to the Grapevine City Council and recommended for approval and inclusion in its operating budget for Fiscal Year 2016.

Section 6. That this resolution shall take effect from and after the date of its passage.

PASSED AND APPROVED BY THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS OF THE CITY OF GRAPEVINE, TEXAS on this the 15th day of September, 2015.

APPROVED:



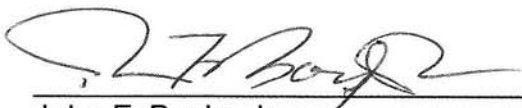
William D. Tate  
President

ATTEST:



Tara Brooks  
City Secretary

APPROVED AS TO FORM:



John F. Boyle, Jr.  
City Attorney

CITY OF GRAPEVINE  
CRIME CONTROL AND PREVENTION DISTRICT

RESOLUTION NO. CCPD 2015-01

A RESOLUTION OF THE BOARD OF THE CITY OF  
GRAPEVINE CRIME CONTROL AND PREVENTION  
DISTRICT BOARD ADOPTING AND PROPOSING A  
BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER  
1, 2015 AND ENDING SEPTEMBER 30, 2016; AND  
PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Chapter 363 of the Texas Local Government Code (the "Code") the City of Grapevine created the City of Grapevine Crime Control and Prevention District ("CGCCPD") through an election held on November 7, 2006; and

WHEREAS, the CGCCPD was reauthorized for an additional fifteen (15) year period through an election held on May 14, 2011; and

WHEREAS, Chapter 363.201(a) provides that the Board of Directors for the CGCCPD ("Board") shall establish the fiscal year for the CGCCPD and the CGCCPD shall operate on the basis of that year; and

WHEREAS, the fiscal year for the CGCCPD coincides with the fiscal year of the City of Grapevine, Texas, being October 1 to September 30 of each calendar year; and

WHEREAS, the Board finds that all the requirements of Chapter 363 of the Code have been met; and

WHEREAS, the Board has reviewed the proposed FY 2016 budget for the CGCCPD; and

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Local Government Code and the Open Meetings Act; and

WHEREAS, the Board hereby declares that the approval of this resolution is in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT:

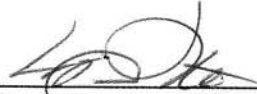
Section 1. That all matters stated herein above are true and correct and are incorporated herein by reference, as if copied in their entirety.

Section 2. That the Board of Directors for the Crime Control and Prevention District hereby approves and recommends that the City Council of the City of Grapevine, Texas, approve the proposed FY 2016 budget for the CGCCPD, in accordance with the terms and conditions set forth in said plan, which is attached hereto as Exhibit "A".


Section 3. That this resolution shall take effect immediately upon passage by the Board of Directors of the City of Grapevine Crime Control and Prevention District.

PASSED AND APPROVED BY THE BOARD OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT on this the 15th day of September, 2015.

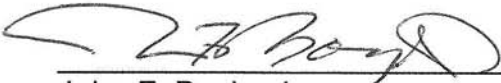
APPROVED:

  
\_\_\_\_\_  
William D. Tate, Presiding Officer  
Crime Control and Prevention District  
Board

ATTEST:

  
\_\_\_\_\_  
Tara Brooks  
City Secretary

APPROVED AS TO FORM:

  
\_\_\_\_\_  
John F. Boyle, Jr.  
City Attorney